

# **OFFICE OF ADMINISTRATION**

## **BUDGET REQUEST 2007**

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Commissioner  
Office of Administration

**Book 1 of 2**

**With Governor Recommends**



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OFFICE OF ADMINISTRATION  
FY 2007 BUDGET**

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## OFFICE OF ADMINISTRATION OVERVIEW

The Office of Administration (OA) is the state's service and administrative control agency. Created by the General Assembly on January 15, 1973, it combines and coordinates the central management functions of state government. OA's responsibilities were clarified and amended by the Omnibus State Reorganization Act of 1974.

The chief administrative officer is the commissioner of administration who is appointed by the governor with the advice and consent of the Senate. The commissioner appoints the directors of the divisions who are responsible to him. The OA divisions are: **Accounting**-maintains all financial records for state appropriations and funds, processes payments, controls production of warrants, and distributes checks; **Budget and Planning**- analyzes state government programs and provides recommendations and information to the Governor, General Assembly, and state agencies regarding fiscal and other policies; **Facilities Management, Design and Construction**- provides project management and construction administration for capital improvement projects; operates, maintains and manages state-owned office buildings and other structures, and is responsible for acquiring and managing leased space; **General Services**-provides agencies with a variety of support services such as printing, fleet management, administration of the Legal Expense Fund and the state employee workers' compensation program, vehicle maintenance, and mail services; **Information Technology Services**- manages consolidated state information technology resources for all state agencies; provides mainframe computer processing services to all state agencies through the consolidated State Data Center, manages the State's telecommunication services, and provides Internet services, IT education services, and network support to all state agencies; **Personnel**- provides central human resource (HR) management programs and services to all executive branch departments in compliance with the State Personnel Law; and **Purchasing and Materials Management**- centralizes procurement to save money by purchasing supplies, materials, and services in larger quantities and encourages competitive bidding and awards on all contracts.

A number of boards and commissions' budgets are also appropriated to OA: Administrative Hearing Commission; Office of Child Advocate; Children's Trust Fund; Life Sciences Research Board; Missouri Public Entity Risk Management (MOPERM); and the Missouri Ethics Commission.

The Office of Administration administers a number of debt and related debt obligations appropriations, as well as various pass-through distributions from the federal government and statutory payments and reimbursements to political subdivisions throughout the State.

Appropriations for all State employee benefits, such as social security, retirement, and health insurance, are appropriated centrally to the Office of Administration in House Bill 5, and appear in a separate budget book entitled "Employee Benefits."



## State Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Comprehensive Annual Financial Report Year Ended 6/30/04	State Auditor's Report	Dec-04	<a href="http://www.oa.mo.gov/acc/cafr/opinionletter.pdf">http://www.oa.mo.gov/acc/cafr/opinionletter.pdf</a>
Comprehensive Annual Financial Report Year Ended 6/30/03	State Auditor's Report	Dec-03	<a href="http://www.oa.mo.gov/acc/cafr/opinionletter.pdf">http://www.oa.mo.gov/acc/cafr/opinionletter.pdf</a>
Comprehensive Annual Financial Report Year Ended 6/30/02	State Auditor's Report	Apr-03	<a href="http://www.oa.mo.gov/acc/cafr/opinionletter.pdf">http://www.oa.mo.gov/acc/cafr/opinionletter.pdf</a>
State of Missouri Single Audit Year Ended 6/30/04	State Auditor's Report	Mar-05	<a href="http://www.auditor.mo.gov/press/2005-18.htm">http://www.auditor.mo.gov/press/2005-18.htm</a>
State of Missouri Single Audit Year Ended 6/30/03	State Auditor's Report	Mar-04	<a href="http://www.auditor.mo.gov/press/2004-16.htm">http://www.auditor.mo.gov/press/2004-16.htm</a>
State of Missouri Single Audit Year Ended 6/30/02	State Auditor's Report	May-03	<a href="http://www.auditor.mo.gov/press/2003-46.htm">http://www.auditor.mo.gov/press/2003-46.htm</a>
Total State Revenue	State Auditor's Report	Jul-05	<a href="http://www.auditor.mo.gov/press/2005-47.htm">http://www.auditor.mo.gov/press/2005-47.htm</a>
Review of Minority and Women-Owned Business Enterprise Program	State Auditor's Report	Oct-03	<a href="http://www.auditor.state.mo.us/press/2003-109.htm">http://www.auditor.state.mo.us/press/2003-109.htm</a>
Facilities Management/Leasing	Oversight Evaluation	Dec-04	<a href="http://www.moga.state.mo.us/oversight/over04/audit/OADivisionFacilitiesManagementStLeasing_12-13-04.pdf">http://www.moga.state.mo.us/oversight/over04/audit/OADivisionFacilitiesManagementStLeasing_12-13-04.pdf</a>
Vehicle Maintenance	State Auditor's Report	Oct-03	<a href="http://www.auditor.mo.gov/press/2003-107.pdf">http://www.auditor.mo.gov/press/2003-107.pdf</a>
Flight Operations	State Auditor's Report	Apr-03	<a href="http://www.auditor.mo.gov/press/2003-28.pdf">http://www.auditor.mo.gov/press/2003-28.pdf</a>
Fleet Management	State Auditor's Report	Sep-01	<a href="http://www.auditor.mo.gov/press/2001-94.pdf">http://www.auditor.mo.gov/press/2001-94.pdf</a>
Continuity Plan/Security Mgmt/Sam II	State Auditor's Report	Oct-03	<a href="http://www.auditor.state.mo.us/press/2003-108.htm">http://www.auditor.state.mo.us/press/2003-108.htm</a>
Office Machine and Software Acquisitions	State Auditor's Report	Jan-04	<a href="http://www.auditor.mo.gov/press/2004-07.pdf">http://www.auditor.mo.gov/press/2004-07.pdf</a>
Out-Of-State Travel Expenditures	State Auditor's Report	May-04	<a href="http://www.auditor.mo.gov/press/2004-39.pdf">http://www.auditor.mo.gov/press/2004-39.pdf</a>
State Efforts to Acquire Federal Funding	State Auditor's Report	May-04	<a href="http://www.auditor.mo.gov/press/2004-35.pdf">http://www.auditor.mo.gov/press/2004-35.pdf</a>
Administrative Hearing Commission	State Auditor's Report	Sep-05	<a href="http://www.auditor.mo.gov/press/2005-67.htm">http://www.auditor.mo.gov/press/2005-67.htm</a>
Children's Trust Fund	State Auditor's Report	Apr-04	<a href="http://www.auditor.mo.gov/press/2004-28.htm">http://www.auditor.mo.gov/press/2004-28.htm</a>
Missouri Ethics Commission	State Auditor's Report	May-02	<a href="http://www.auditor.state.mo.us/saohome.htm">http://www.auditor.state.mo.us/saohome.htm</a>
Missouri Consolidated Health Care Plan	State Auditor's Report	Jun-04	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a>



# OFFICE OF ADMINISTRATION

# FINANCIAL SUMMARY

	FY 2005 ACTUAL DOLLAR	FY 2006 BUDGET DOLLAR	FY 2007 DEPT REQ DOLLAR	FY 2007 GOV REC DOLLAR
COMMISSIONER'S OFFICE	2,347,180	1,307,904	1,298,825	1,291,299
ACCOUNTING	1,936,511	2,288,187	2,221,364	2,276,069
BUDGET AND PLANNING	1,475,429	1,672,259	1,706,600	1,768,801
INFORMATION SERVICES	5,921,625	18,654,346	139,391,907	148,035,208
DESIGN AND CONSTRUCTION	1,390,048	774,425	0	0
PERSONNEL	2,662,226	2,536,739	2,454,628	2,326,838
PURCHASING & MATERIALS MANAGEMENT	4,208,539	3,874,473	4,041,310	4,111,687
FACILITIES MANAGEMENT	21,595,096	20,784,047	25,000	25,000
GENERAL SERVICES	1,505,356	1,390,832	7,748,285	7,737,648
ASSIGNED PROGRAMS	7,539,350	9,676,216	44,531,278	44,604,917
DEBT & RELATED OBLIGATIONS	57,130,390	53,747,815	88,710,895	88,660,895
ADMINISTRATIVE DISBURSEMENTS	73,440,319	55,404,844	18,709,228	11,129,328
DEPARTMENT TOTAL	\$181,152,069	\$172,112,087	\$310,839,320	\$311,967,690
GENERAL REVENUE	166,602,191	146,838,265	168,456,931	168,292,135
OA-FEDERAL AND OTHER	4,892,411	15,319,457	8,851,283	8,743,625
ATTORNEY GENERAL	6,699	0	0	0
DEPARTMENT OF HEALTH	709,467	0	0	0
DEPT PUBLIC SAFETY	90	0	0	0
DIVISION OF AGING	270	0	0	0
TITLE XIX-FEDERAL AND OTHER	3,112	0	0	0
OA INFORMATION TECHNOLOGY FEDE	0	0	67,165,412	67,563,303
ASSISTIVE TECHNOLOGY FEDERAL	733,687	796,966	0	0
FEDERAL DRUG SEIZURE	199	0	0	0
TEMP ASSIST NEEDY FAM FEDERAL	1,387	0	0	0
DEPT OF SOC SERV FEDERAL & OTH	19,027	0	0	0
BUDGET RESERVE	0	1	1	1
MENTAL HLTH INTERGOVER TRANSFR	1,698	0	0	0
CHILD SUPPORT ENFORCEMT COLLTN	0	0	1,707,443	1,727,050
SPECIAL EMP SEC PRINCIPAL& INT	0	1	1	1
ELEVATOR SAFETY	0	0	48,840	48,840

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## OFFICE OF ADMINISTRATION

## FINANCIAL SUMMARY

	FY 2005 ACTUAL DOLLAR	FY 2006 BUDGET DOLLAR	FY 2007 DEPT REQ DOLLAR	FY 2007 GOV REC DOLLAR
COMM FOR DEAF-CERT OF INTERPRE	0	0	8,000	8,000
MO AIR EMISSION REDUCTION	0	0	51,747	53,588
MO NAT'L GUARD TRAINING SITE	109,995	0	0	0
NURSING FAC QUALITY OF CARE	0	0	481,232	496,320
HEALTH INITIATIVES	0	0	7,046	7,245
HEALTH ACCESS INCENTIVE	0	0	7,700	7,700
PEACE OFFICER STAN & TRAIN COM	78	0	0	0
GAMING COMMISSION FUND	114	0	0	0
LOTTERY PROCEEDS	0	0	110,880	110,880
ANIMAL HEALTH LABORATORY FEES	0	0	10,822	11,017
MAMMOGRAPHY	0	0	4,640	4,640
ANIMAL CARE RESERVE	0	0	15,760	16,014
ELDERLY HOME-DELIVER MEALS TRU	0	0	0	10,800
MO PUBLIC HEALTH SERVICES	0	0	838,625	843,389
LIVESTOCK BRANDS	0	0	3,220	3,228
WPC SERIES A 2002-37G	512,067	0	0	0
VETERANS' COMMISSION CI TRUST	0	0	14,000	14,000
COMMODITY COUNCIL MERCHANISING	0	0	1,090	1,102
FEDERAL SURPLUS PROPERTY	2,547,793	2,317,687	2,388,887	2,420,607
SP ANIMAL FAC LOAN PROGRAM	0	0	1,550	1,566
STATE FAIR FEES	0	0	20,655	21,093
STATE PARKS EARNINGS	0	0	231,892	233,148
NATURAL RESOURCES REVOLVING SE	0	0	3,202	3,202
HISTORIC PRESERVATION REVOLV	0	0	1,975	1,975
MO VETERANS HOMES	0	0	912,076	925,854
DNR COST ALLOCATION	0	2	4,147,773	4,204,054
WORKING CAPITAL REVOLVING	0	0	213,562	215,288
INMATE REVOLVING	0	0	15,200	15,200
DOSS ADMINISTRATIVE TRUST	0	0	436,089	437,415
DED ADMINISTRATIVE	0	0	2,016,470	2,044,795

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# OFFICE OF ADMINISTRATION

# FINANCIAL SUMMARY

	FY 2005 ACTUAL DOLLAR	FY 2006 BUDGET DOLLAR	FY 2007 DEPT REQ DOLLAR	FY 2007 GOV REC DOLLAR
DIVISION OF CREDIT UNIONS	0	0	6,610	6,610
DIVISION OF FINANCE	0	0	141,459	143,136
INSURANCE EXAMINERS FUND	0	0	156,628	156,628
NATURAL RESOURCES PROTECTION	0	0	309	309
DEAF RELAY SER & EQ DIST PRGM	1,392,178	2,163,445	13,000	13,000
PROF & PRACT NURSING LOANS	0	0	5,600	5,600
DEPT OF INSURANCE DEDICATED	0	0	911,727	933,483
INTERNATIONAL TRADE SHOW REVOL	0	0	2,762	2,762
NRP-WATER POLLUTION PERMIT FEE	0	0	402,195	405,430
SOLID WASTE MANAGEMENT	0	0	99,784	101,451
METALLIC MINERALS WASTE MGMT	0	0	10,301	10,564
LIVESTOCK SALES & MARKETS FEES	0	0	616	630
NRP-AIR POLLUTION ASBESTOS FEE	0	0	18,784	19,044
PETROLEUM STORAGE TANK INS	0	0	1,209	1,209
UNDERGROUND STOR TANK REG PROG	0	0	39,850	41,287
CHEMICAL EMERGENCY PREPAREDNES	0	0	11,500	11,500
MOTOR VEHICLE COMMISSION	0	0	17,934	55,965
NRP-AIR POLLUTION PERMIT FEE	0	0	263,119	267,732
MISSOURI JOB DEVELOPMENT FUND	0	0	7,000	7,000
CHILDREN'S SERVICE COMMISSION	0	10,000	0	0
WATER & WASTEWATER LOAN REVOLV	15,420	0	0	0
CONSERVATION COMMISSION	0	0	130,000	162,686
PARKS SALES TAX	0	0	221,829	223,287
SOIL AND WATER SALES TAX	0	0	142,817	145,960
DEPT OF REVENUE INFORMATION	0	0	185,047	241,172
BLIND PENSION	423	1	29,592	29,592
LIVESTOCK DEALER LAW ENF & ADM	0	0	232	237
BOARD OF ACCOUNTANCY	0	0	5,071	5,071
BOARD OF BARBER EXAMINERS	0	0	400	400
BOARD OF PODIATRIC MEDICINE	0	0	1,012	1,012

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## OFFICE OF ADMINISTRATION

## FINANCIAL SUMMARY

	FY 2005 ACTUAL DOLLAR	FY 2006 BUDGET DOLLAR	FY 2007 DEPT REQ DOLLAR	FY 2007 GOV REC DOLLAR
BOARD OF CHIROPRACTIC EXAMINER	0	0	1,485	1,485
BOARD OF COSMETOLOGY	0	0	2,000	2,000
BOARD OF EMBALM & FUN DIR	0	0	4,241	4,241
BOARD OF REG FOR HEALING ARTS	0	0	9,645	9,645
BOARD OF NURSING	0	0	5,864	5,864
BOARD OF OPTOMETRY	0	0	561	561
BOARD OF PHARMACY	0	0	5,590	5,590
MO REAL ESTATE COMMISSION	0	0	7,190	7,190
VETERINARY MEDICAL BOARD	0	0	1,517	1,517
STATE HWYS AND TRANS DEPT	3,299	0	3,648,333	4,219,262
MILK INSPECTION FEES	0	0	5,875	5,929
DEPT HEALTH & SR SV DOCUMENT	0	0	108,356	108,356
GRAIN INSPECTION FEES	0	0	19,648	20,024
EXCELLENCE IN EDUCATION	0	0	5,000	5,000
WORKERS COMPENSATION	0	0	628,308	640,923
WORKERS COMP-SECOND INJURY	1,493	0	0	0
DEPT OF HEALTH-DONATED	0	0	117,550	121,430
GROUNDWATER PROTECTION	0	0	4,336	4,336
PETROLEUM INSPECTION FUND	0	0	123,718	126,745
ENERGY SET-ASIDE PROGRAM	0	0	12,399	12,399
STATE LAND SURVEY PROGRAM	0	0	51,726	52,982
HAZARDOUS WASTE FUND	0	0	296,572	304,045
DENTAL BOARD FUND	0	0	3,061	3,061
BRD OF ARCH,ENG,LND SUR,LND AR	0	0	5,540	5,540
SAFE DRINKING WATER FUND	0	0	152,143	156,163
CRIME VICTIMS COMP FUND	0	0	37,902	38,408
MARKETING DEVELOPMENT FUND	0	0	17,054	17,285
COAL MINE LAND RECLAMATION	0	0	17,539	18,193
PROFESSIONAL REGISTRATION FEES	0	0	1,138,789	1,149,840
HAZARDOUS WASTE REMEDIAL	0	0	2,000	2,000

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# OFFICE OF ADMINISTRATION

# FINANCIAL SUMMARY

	FY 2005 ACTUAL DOLLAR	FY 2006 BUDGET DOLLAR	FY 2007 DEPT REQ DOLLAR	FY 2007 GOV REC DOLLAR
MISSOURI AIR POLLUTION CONTROL	0	0	2,403	2,498
CHILDREN'S TRUST	2,827,732	3,697,660	3,697,660	3,705,316
PROCEEDS OF SURPLUS PROPERTY	154,599	48,800	48,800	48,800
MISSOURI SENIOR RX	43,234	0	0	0
HEAD INJURY	335,639	0	0	0
MO COMM DEAF & HARD OF HEARING	0	0	1,000	1,000
BOILER & PRESSURE VESSELS SAFE	0	0	10,290	10,290
SECOND CAPITAL COMMISSION	0	25,000	25,000	25,000
STORMWATER LOAN REVOLVING	39,974	0	0	0
LIFE SCIENCES RESEARCH TRUST	0	0	38,500,000	38,500,000
MISSOURI RX PLAN FUND	0	0	15,000	15,000
PUTATIVE FATHER REGISTRY	0	0	12,600	12,600
COSMETOLOGY AND BARBER EXAM	0	0	4,016	4,016
ORGAN DONOR PROGRAM	0	0	18,180	18,507
CHILD LABOR ENFORCEMENT	0	0	15,000	15,000
EARLY CHILDHOOD DEV EDU/CARE	0	0	25,622	25,676
ESCHEATS	793	0	0	0
GUARANTY AGENCY OPERATING	0	0	842,498	866,122
ASSISTIVE TECHNOLOGY LOAN REV	132,587	544,800	0	0
DRY-CLEANING ENVIRL RESP TRUST	0	0	52,126	52,796
CHILDHOOD LEAD TESTING	0	0	13,037	13,037
AGRICULTURE DEVELOPMENT	0	0	1,857	1,896
MINED LAND RECLAMATION	0	0	9,806	10,198
GOV CNCL ON PHYS FITNESS TRUST	64,413	350,000	0	0
INSTITUTION GIFT TRUST	0	0	90	90
SPEICAL EMP SEC BOND PROCEEDS	0	1	1	1
SPECIAL EMPLOYMENT SECURITY	0	1	110,001	110,001



**NEW DECISION ITEM**  
**RANK:** 2 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	Various
<b>Division</b>	All Budget Units with Personal Service		
<b>DI Name</b>	Cost-of-Living Adjustment	<b>DI#</b>	0000012

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

FY 2007 Governor's Recommendation				
	GR	Fed	Other	Total
PS	1,395,689	632,325	1,026,722	3,054,736
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>1,395,689</b>	<b>632,325</b>	<b>1,026,722</b>	<b>3,054,736</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	682,352	309,144	501,964	1,493,460
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Various

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input checked="" type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Governor has recommended a 4% cost-of living adjustment for all employees, excluding elected officials, legislators, and judges.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
MINORITY/WOMEN CERT COOR	0	0.00	0	0.00	0	0.00	1,403	0.00
MINORITY PURCHASING ASST	0	0.00	0	0.00	0	0.00	1,013	0.00
PERSONNEL OFCR I	0	0.00	0	0.00	0	0.00	1,541	0.00
PERSONNEL ANAL II	0	0.00	0	0.00	0	0.00	1,541	0.00
PERSONNEL CLERK	0	0.00	0	0.00	0	0.00	1,150	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	2,200	0.00
HUMAN RESOURCES MGR B2	0	0.00	0	0.00	0	0.00	2,261	0.00
STATE DEPARTMENT DIRECTOR	0	0.00	0	0.00	0	0.00	4,494	0.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	0	0.00	9,708	0.00
EXECUTIVE SECRETARY	0	0.00	0	0.00	0	0.00	846	0.00
LEGAL COUNSEL	0	0.00	0	0.00	0	0.00	3,000	0.00
CHIEF COUNSEL	0	0.00	0	0.00	0	0.00	3,680	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	3,155	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	0	0.00	1,120	0.00
ASST TO DIRECTOR - BRDS & COMMS	0	0.00	0	0.00	0	0.00	1,352	0.00
DEPUTY DIR OF LEGISLATIVE AFRS	0	0.00	0	0.00	0	0.00	1,600	0.00
RECEPTIONIST	0	0.00	0	0.00	0	0.00	1,490	0.00
LABORER	0	0.00	0	0.00	0	0.00	920	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>42,474</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$42,474</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$42,474</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	2,260	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	775	0.00
ACCOUNT CLERK I	0	0.00	0	0.00	0	0.00	1,680	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	5,532	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	11,839	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	6,480	0.00
ACCOUNTANT III	0	0.00	0	0.00	0	0.00	1,743	0.00
ACCOUNTING ANAL I	0	0.00	0	0.00	0	0.00	9,329	0.00
ACCOUNTING ANAL II	0	0.00	0	0.00	0	0.00	4,485	0.00
ACCOUNTING ANAL III	0	0.00	0	0.00	0	0.00	1,710	0.00
CENTRAL ACCOUNTING TECH	0	0.00	0	0.00	0	0.00	3,267	0.00
COMPLIANCE AUDITOR I	0	0.00	0	0.00	0	0.00	1,352	0.00
COMPLIANCE AUDITOR II	0	0.00	0	0.00	0	0.00	1,541	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	3,559	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	9,093	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	6,055	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	3,455	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,449	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,373	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>76,977</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$76,977</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$76,977</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	3,659	0.00
ACCOUNTING ANAL III	0	0.00	0	0.00	0	0.00	1,667	0.00
BUDGET & PLNG ANAL II	0	0.00	0	0.00	0	0.00	11,872	0.00
BUDGET & PLNG SR ANAL	0	0.00	0	0.00	0	0.00	10,242	0.00
ECONOMIST (OA/REVENUE)	0	0.00	0	0.00	0	0.00	3,946	0.00
STATE DEMOGRAPHER	0	0.00	0	0.00	0	0.00	2,593	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,377	0.00
PLANNER IV	0	0.00	0	0.00	0	0.00	2,330	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	4,717	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	14,214	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	3,683	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,709	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	192	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>62,201</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$62,201</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$62,201</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INFORMATION TECH SRV DIV-OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	4,961	0.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	5,953	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	1,339	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	3,070	0.00
EDP SCHEDULER	0	0.00	0	0.00	0	0.00	1,178	0.00
COMPUTER OPER I	0	0.00	0	0.00	0	0.00	2,056	0.00
COMPUTER OPER II	0	0.00	0	0.00	0	0.00	10,836	0.00
COMPUTER OPER III	0	0.00	0	0.00	0	0.00	7,075	0.00
COMPUTER OPERATIONS SPV I	0	0.00	0	0.00	0	0.00	8,892	0.00
MGR OF DP OPERATIONS	0	0.00	0	0.00	0	0.00	2,187	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	0	0.00	8,300	0.00
COMPUTER INFO TECHNOLOGIST I	0	0.00	0	0.00	0	0.00	9,357	0.00
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	0	0.00	17,252	0.00
COMPUTER INFO TECHNOLOGIST III	0	0.00	0	0.00	0	0.00	31,025	0.00
COMPUTER INFO TECH SUPV I	0	0.00	0	0.00	0	0.00	1,815	0.00
COMPUTER INFO TECH SUPV II	0	0.00	0	0.00	0	0.00	12,791	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	82,717	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	45,382	0.00
COMPUTER INFO TECH SPEC III	0	0.00	0	0.00	0	0.00	12,645	0.00
SECT MGR DIV OF INFO SVCS	0	0.00	0	0.00	0	0.00	11,438	0.00
COMP INFO TECHNOLOGY MGR I	0	0.00	0	0.00	0	0.00	18,573	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	3,807	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	1,280	0.00
ACCOUNTANT III	0	0.00	0	0.00	0	0.00	3,286	0.00
ACCOUNTING ANAL III	0	0.00	0	0.00	0	0.00	2,187	0.00
PERSONNEL ANAL III	0	0.00	0	0.00	0	0.00	1,603	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	2,630	0.00
TELECOMMUN ANAL I	0	0.00	0	0.00	0	0.00	6,346	0.00
TELECOMMUN ANAL II	0	0.00	0	0.00	0	0.00	2,644	0.00
TELECOMMUN ANAL III	0	0.00	0	0.00	0	0.00	7,538	0.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	0	0.00	7,820	0.00
GEOGRAPHIC INFO SYS ANALYST	0	0.00	0	0.00	0	0.00	847	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INFORMATION TECH SRV DIV-OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	0	0.00	0	0.00	1,165	0.00
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	0	0.00	0	0.00	1,551	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	1,743	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	2,848	0.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	0	0.00	6,674	0.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	0	0.00	4,374	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	2,121	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	359,306	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$359,306</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$109,524	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$6,458	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$243,324	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	4,900	0.00
SR OFC SUPPORT ASST (STENO)	0	0.00	0	0.00	0	0.00	2,051	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	4,648	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	11,070	0.00
DATA CONTROL CLERK I	0	0.00	0	0.00	0	0.00	797	0.00
DATA CONTROL CLERK II	0	0.00	0	0.00	0	0.00	1,106	0.00
EDP SCHEDULER	0	0.00	0	0.00	0	0.00	9,246	0.00
COMPUTER SUPPORT SVCS SPV	0	0.00	0	0.00	0	0.00	1,458	0.00
INFORMATION SUPPORT COOR	0	0.00	0	0.00	0	0.00	5,874	0.00
COMPUTER OPER I	0	0.00	0	0.00	0	0.00	1,052	0.00
COMPUTER OPER II	0	0.00	0	0.00	0	0.00	3,441	0.00
COMPUTER OPER III	0	0.00	0	0.00	0	0.00	1,234	0.00
COMPUTER OPERATIONS SPV I	0	0.00	0	0.00	0	0.00	1,303	0.00
COMPUTER OPERATIONS SPV II	0	0.00	0	0.00	0	0.00	1,854	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	0	0.00	5,476	0.00
COMPUTER INFO TECHNOLOGIST I	0	0.00	0	0.00	0	0.00	112,451	0.00
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	0	0.00	142,910	0.00
COMPUTER INFO TECHNOLOGIST III	0	0.00	0	0.00	0	0.00	549,350	0.00
COMPUTER INFO SPEC IV	0	0.00	0	0.00	0	0.00	1,839	0.00
COMPUTER INFO TECH SUPV I	0	0.00	0	0.00	0	0.00	55,304	0.00
COMPUTER INFO TECH SUPV II	0	0.00	0	0.00	0	0.00	92,967	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	343,084	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	130,120	0.00
COMPUTER INFO TECH SPEC III	0	0.00	0	0.00	0	0.00	14,612	0.00
COMP INFO TECHNOLOGY MGR II	0	0.00	0	0.00	0	0.00	10,600	0.00
COMP INFO TECHNOLOGY MGR I	0	0.00	0	0.00	0	0.00	29,720	0.00
PROCUREMENT OFCR I	0	0.00	0	0.00	0	0.00	1,711	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	382	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	3,251	0.00
TRAINING TECH III	0	0.00	0	0.00	0	0.00	833	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,458	0.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	0	0.00	0	0.00	1,572	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONNEL CLERK	0	0.00	0	0.00	0	0.00	1,130	0.00
TELECOMMUN TECH I	0	0.00	0	0.00	0	0.00	1,072	0.00
TELECOMMUN TECH II	0	0.00	0	0.00	0	0.00	1,303	0.00
TELECOMMUN ANAL III	0	0.00	0	0.00	0	0.00	1,572	0.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	0	0.00	3,558	0.00
PROGRAM COORDINATOR MH HLTH	0	0.00	0	0.00	0	0.00	2,014	0.00
GEOGRAPHIC INFO SYS TECH I	0	0.00	0	0.00	0	0.00	1,212	0.00
GEOGRAPHIC INFO SYS TECH II	0	0.00	0	0.00	0	0.00	1,458	0.00
GEOGRAPHIC INFO SYS ANALYST	0	0.00	0	0.00	0	0.00	7,572	0.00
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	0	0.00	0	0.00	8,857	0.00
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	0	0.00	0	0.00	2,381	0.00
CASEWORKER	0	0.00	0	0.00	0	0.00	2,361	0.00
SERVICE MANAGER I	0	0.00	0	0.00	0	0.00	2,559	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	2,304	0.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	0	0.00	11,793	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,806	0.00
DEPUTY DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	2,568	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	13,912	0.00
PROJECT SPECIALIST	0	0.00	0	0.00	0	0.00	2,527	0.00
CLERK	0	0.00	0	0.00	0	0.00	10,309	0.00
COMPUTER OPERATOR	0	0.00	0	0.00	0	0.00	2,784	0.00
DATA PROCESSOR TECHNICAL	0	0.00	0	0.00	0	0.00	2,062	0.00
DATA PROCESSOR PROFESSIONAL	0	0.00	0	0.00	0	0.00	2,341	0.00
DATA PROCESSING CONSULTANT	0	0.00	0	0.00	0	0.00	2,852	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	1,498	0.00
SPECIAL ASST OFFICIAL & ADMSTR	0	0.00	0	0.00	0	0.00	1,099	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	0	0.00	12,147	0.00
SPECIAL ASST TECHNICIAN	0	0.00	0	0.00	0	0.00	2,669	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	5,724	0.00
OTHER	0	0.00	0	0.00	0	0.00	1,439	0.00
COMP INFO TECH I	0	0.00	0	0.00	0	0.00	16,036	0.00
COMP INFO TECH II	0	0.00	0	0.00	0	0.00	14,542	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
COMP INFO TECH III	0	0.00	0	0.00	0	0.00	8,073	0.00
COMP INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	17,574	0.00
COMP INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	3,333	0.00
MANAGER OF INFO TECH	0	0.00	0	0.00	0	0.00	7,684	0.00
CUSTODIAL WORKER I	0	0.00	0	0.00	0	0.00	1,907	0.00
CHIEF INFORMATION OFFICER	0	0.00	0	0.00	0	0.00	2,769	0.00
DIRECTOR	0	0.00	0	0.00	0	0.00	2,246	0.00
ASST DIRECTOR	0	0.00	0	0.00	0	0.00	1,621	0.00
SUPERVISOR	0	0.00	0	0.00	0	0.00	1,404	0.00
ADMIN ASST II	0	0.00	0	0.00	0	0.00	997	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	0	0.00	6,432	0.00
DATA SERVICES SPECIALIST	0	0.00	0	0.00	0	0.00	1,042	0.00
COMPUTER SYSTEMS ASSOCIATE	0	0.00	0	0.00	0	0.00	1,257	0.00
COMPUTER INFO SPECIALIST II	0	0.00	0	0.00	0	0.00	11,607	0.00
DATA PROCESSING SPEC II	0	0.00	0	0.00	0	0.00	1,747	0.00
PROGRAMMER ANALYST	0	0.00	0	0.00	0	0.00	6,848	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,772,676</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,772,676</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$855,379</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$623,288</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$294,009</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	920	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	4,425	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	12,453	0.00
PERSONNEL ANAL II	0	0.00	0	0.00	0	0.00	14,221	0.00
PERSONNEL ANAL III	0	0.00	0	0.00	0	0.00	18,372	0.00
PERSONNEL ANAL IV	0	0.00	0	0.00	0	0.00	6,176	0.00
RESEARCH ANAL IV	0	0.00	0	0.00	0	0.00	1,743	0.00
TRAINING TECH II	0	0.00	0	0.00	0	0.00	2,967	0.00
TRAINING TECH III	0	0.00	0	0.00	0	0.00	1,572	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,431	0.00
UNIT SPV MERIT SYSTEM	0	0.00	0	0.00	0	0.00	2,916	0.00
PERSONNEL CLERK	0	0.00	0	0.00	0	0.00	4,552	0.00
HUMAN RESOURCES MGR B3	0	0.00	0	0.00	0	0.00	5,501	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	3,455	0.00
HEARINGS OFFICER	0	0.00	0	0.00	0	0.00	2,048	0.00
CHIEF HEARINGS OFFICER	0	0.00	0	0.00	0	0.00	2,370	0.00
BOARD MEMBER	0	0.00	0	0.00	0	0.00	647	0.00
BOARD CHAIRMAN	0	0.00	0	0.00	0	0.00	216	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	1,310	0.00
EXAMINATION MONITOR	0	0.00	0	0.00	0	0.00	1,187	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>88,482</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$88,482</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$85,988</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,494</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	80	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	5,789	0.00
BUYER II	0	0.00	0	0.00	0	0.00	14,564	0.00
BUYER III	0	0.00	0	0.00	0	0.00	8,120	0.00
BUYER IV	0	0.00	0	0.00	0	0.00	6,144	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,208	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	1,288	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	9,272	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	5,536	0.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	0	0.00	2,008	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	3,320	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,328	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	58,657	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$58,657</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$58,657	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	4,539	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	400	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	1,520	0.00
STOREKEEPER I	0	0.00	0	0.00	0	0.00	3,024	0.00
STOREKEEPER II	0	0.00	0	0.00	0	0.00	4,992	0.00
SUPPLY MANAGER I	0	0.00	0	0.00	0	0.00	1,288	0.00
SUPPLY MANAGER II	0	0.00	0	0.00	0	0.00	1,368	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	988	0.00
ACCOUNTING ANAL II	0	0.00	0	0.00	0	0.00	1,617	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	1,488	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	0	0.00	1,168	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	0	0.00	1,248	0.00
TRACTOR TRAILER DRIVER	0	0.00	0	0.00	0	0.00	2,816	0.00
MOTOR VEHICLE MECHANIC	0	0.00	0	0.00	0	0.00	1,408	0.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	0	0.00	2,208	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,648	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>31,720</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$31,720</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$31,720</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	2,887	0.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	3,303	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	4,321	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	8,956	0.00
STOREKEEPER I	0	0.00	0	0.00	0	0.00	1,952	0.00
STOREKEEPER II	0	0.00	0	0.00	0	0.00	1,029	0.00
SUPPLY MANAGER I	0	0.00	0	0.00	0	0.00	2,467	0.00
SUPPLY MANAGER II	0	0.00	0	0.00	0	0.00	1,280	0.00
STATE LEASING COOR	0	0.00	0	0.00	0	0.00	9,112	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	5,811	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	2,314	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	4,627	0.00
BUDGET ANAL III	0	0.00	0	0.00	0	0.00	1,710	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,072	0.00
EXECUTIVE II	0	0.00	0	0.00	0	0.00	5,030	0.00
BUILDING MGR I	0	0.00	0	0.00	0	0.00	1,377	0.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	0	0.00	0	0.00	1,683	0.00
SECURITY OFCR III	0	0.00	0	0.00	0	0.00	1,091	0.00
HORTICULTURIST	0	0.00	0	0.00	0	0.00	1,403	0.00
CUSTODIAL WORKER II	0	0.00	0	0.00	0	0.00	1,796	0.00
CUSTODIAL WORK SPV	0	0.00	0	0.00	0	0.00	2,761	0.00
HOUSEKEEPER I	0	0.00	0	0.00	0	0.00	2,090	0.00
HOUSEKEEPER II	0	0.00	0	0.00	0	0.00	2,364	0.00
CONTRACT SPEC I (OFC OF ADM)	0	0.00	0	0.00	0	0.00	1,224	0.00
CONTRACT SPEC II (OFC OF ADM)	0	0.00	0	0.00	0	0.00	3,025	0.00
TECHNICAL ASSISTANT IV	0	0.00	0	0.00	0	0.00	1,412	0.00
DESIGN ENGR I	0	0.00	0	0.00	0	0.00	1,710	0.00
DESIGN ENGR II	0	0.00	0	0.00	0	0.00	4,110	0.00
DESIGN ENGR III	0	0.00	0	0.00	0	0.00	13,504	0.00
ARCHITECT II	0	0.00	0	0.00	0	0.00	1,971	0.00
ARCHITECT III	0	0.00	0	0.00	0	0.00	4,423	0.00
DESIGNER II	0	0.00	0	0.00	0	0.00	4,718	0.00

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
DESIGNER III	0	0.00	0	0.00	0	0.00	2,014	0.00
LABORER I	0	0.00	0	0.00	0	0.00	6,266	0.00
LABORER II	0	0.00	0	0.00	0	0.00	1,798	0.00
LABOR SPV	0	0.00	0	0.00	0	0.00	2,230	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	0	0.00	1,915	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	0	0.00	18,029	0.00
MAINTENANCE SPV I	0	0.00	0	0.00	0	0.00	5,019	0.00
MAINTENANCE SPV II	0	0.00	0	0.00	0	0.00	5,485	0.00
LOCKSMITH	0	0.00	0	0.00	0	0.00	2,514	0.00
REFRIGERATION MECHANIC I	0	0.00	0	0.00	0	0.00	6,152	0.00
REFRIGERATION MECHANIC II	0	0.00	0	0.00	0	0.00	11,129	0.00
PARK MAINTENANCE WKR I	0	0.00	0	0.00	0	0.00	1,839	0.00
PARK MAINTENANCE WKR II	0	0.00	0	0.00	0	0.00	3,008	0.00
PARK MAINTENANCE WKR III	0	0.00	0	0.00	0	0.00	1,130	0.00
CARPENTER	0	0.00	0	0.00	0	0.00	3,888	0.00
ELECTRICIAN	0	0.00	0	0.00	0	0.00	9,571	0.00
PAINTER	0	0.00	0	0.00	0	0.00	2,437	0.00
PLUMBER	0	0.00	0	0.00	0	0.00	3,511	0.00
ELECTRONICS TECH	0	0.00	0	0.00	0	0.00	3,937	0.00
STATIONARY ENGR	0	0.00	0	0.00	0	0.00	12,225	0.00
HVAC INSTRUMENT CONTROLS TECH	0	0.00	0	0.00	0	0.00	4,903	0.00
PLANT MAINTENANCE ENGR I	0	0.00	0	0.00	0	0.00	3,026	0.00
PLANT MAINTENANCE ENGR II	0	0.00	0	0.00	0	0.00	7,829	0.00
PLANT MAINTENANCE ENGR III	0	0.00	0	0.00	0	0.00	4,714	0.00
EMERGENCY PROJECT COOR	0	0.00	0	0.00	0	0.00	5,389	0.00
CONSTRUCTION INSPECTOR	0	0.00	0	0.00	0	0.00	30,841	0.00
CONSTRUCTION INSPECTOR SUPV	0	0.00	0	0.00	0	0.00	1,743	0.00
DESIGN/DEVELOP/SURVEY MGR B1	0	0.00	0	0.00	0	0.00	12,598	0.00
DESIGN/DEVELOP/SURVEY MGR B2	0	0.00	0	0.00	0	0.00	12,899	0.00
DESIGN/DEVELOP/SURVEY MGR B3	0	0.00	0	0.00	0	0.00	18,710	0.00
FACILITIES OPERATIONS MGR B1	0	0.00	0	0.00	0	0.00	4,200	0.00
FACILITIES OPERATIONS MGR B2	0	0.00	0	0.00	0	0.00	8,553	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
FACILITIES OPERATIONS MGR B3	0	0.00	0	0.00	0	0.00	7,860	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	1,710	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	0	0.00	2,014	0.00
NATURAL RESOURCES MGR B1	0	0.00	0	0.00	0	0.00	1,702	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	3,455	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	4,911	0.00
MISCELLANEOUS TECHNICAL	0	0.00	0	0.00	0	0.00	734	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	0	0.00	1,800	0.00
SEASONAL AIDE	0	0.00	0	0.00	0	0.00	800	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>351,021</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$351,021</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>								
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$351,021</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	949	0.00
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	2,111	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	3,724	0.00
PRINTING SERVICES REP	0	0.00	0	0.00	0	0.00	5,412	0.00
PRINTING SERVICES TECH I	0	0.00	0	0.00	0	0.00	966	0.00
PRINTING SERVICES TECH II	0	0.00	0	0.00	0	0.00	11,727	0.00
PRINTING SERVICES TECH III	0	0.00	0	0.00	0	0.00	17,839	0.00
PRINTING SERVICES TECH IV	0	0.00	0	0.00	0	0.00	8,940	0.00
PRINTING SERVICES COOR	0	0.00	0	0.00	0	0.00	1,541	0.00
COMPUTER INFO TECHNOLOGIST I	0	0.00	0	0.00	0	0.00	1,572	0.00
STOREKEEPER II	0	0.00	0	0.00	0	0.00	1,072	0.00
FORMS ANAL III	0	0.00	0	0.00	0	0.00	1,485	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	1,403	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	2,302	0.00
RISK MANAGEMENT TECH I	0	0.00	0	0.00	0	0.00	986	0.00
RISK MANAGEMENT TECH II	0	0.00	0	0.00	0	0.00	6,476	0.00
RISK MANAGEMENT SPEC I	0	0.00	0	0.00	0	0.00	1,431	0.00
RISK MANAGEMENT SPEC II	0	0.00	0	0.00	0	0.00	6,841	0.00
MAINTENANCE WORKER I	0	0.00	0	0.00	0	0.00	920	0.00
MAINTENANCE SPV I	0	0.00	0	0.00	0	0.00	1,403	0.00
MOTOR VEHICLE DRIVER	0	0.00	0	0.00	0	0.00	2,922	0.00
MOTOR VEHICLE MECHANIC	0	0.00	0	0.00	0	0.00	2,075	0.00
GRAPHIC ARTS SPEC II	0	0.00	0	0.00	0	0.00	2,418	0.00
GRAPHIC ARTS SPEC III	0	0.00	0	0.00	0	0.00	1,256	0.00
OFFICE OF ADMINISTRATION MGR 1	0	0.00	0	0.00	0	0.00	5,616	0.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	0	0.00	4,656	0.00
OFFICE OF ADMINISTRATION MGR 3	0	0.00	0	0.00	0	0.00	2,408	0.00
DIVISION DIRECTOR	0	0.00	0	0.00	0	0.00	3,295	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	0	0.00	1,224	0.00
ADMINISTRATIVE SECRETARY	0	0.00	0	0.00	0	0.00	1,503	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
GENERAL SERVICES - OPERATING								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
MISCELLANEOUS TECHNICAL	0	0.00	0	0.00	0	0.00	1,720	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	108,193	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$0	0.00	\$108,193	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$35,085	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$73,108	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ADMIN HEARING COMMISSION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	3,013	0.00
COURT REPORTER II	0	0.00	0	0.00	0	0.00	3,503	0.00
EXECUTIVE I	0	0.00	0	0.00	0	0.00	1,297	0.00
PARALEGAL	0	0.00	0	0.00	0	0.00	1,242	0.00
LEGAL COUNSEL	0	0.00	0	0.00	0	0.00	8,809	0.00
COMMISSION MEMBER	0	0.00	0	0.00	0	0.00	11,139	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	0	0.00	1,461	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	1,235	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>31,699</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$31,699</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$31,699</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
OFFICE OF CHILD ADVOCATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
ADMINISTRATIVE ASSISTANT	0	0.00	0	0.00	0	0.00	1,469	0.00
PROGRAM MANAGER	0	0.00	0	0.00	0	0.00	2,848	0.00
INVESTIGATOR	0	0.00	0	0.00	0	0.00	3,496	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	7,813	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$0	0.00	\$7,813	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$5,234	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$2,579	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>CHILDREN'S TRUST FUND - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	1,110	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	432	0.00
PUBLIC INFORMATION COOR	0	0.00	0	0.00	0	0.00	1,667	0.00
ST CNSLT ON CHILD WELFARE	0	0.00	0	0.00	0	0.00	1,854	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	2,593	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	7,656	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$7,656</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$7,656	0.00

# OFFICE OF ADMINISTRATION

## DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MO PUBLIC ENTITY RISK MGMT PG</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	1,191	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	2,820	0.00
ACCOUNT CLERK II	0	0.00	0	0.00	0	0.00	1,034	0.00
RISK MANAGEMENT SPEC I	0	0.00	0	0.00	0	0.00	8,282	0.00
RISK MANAGEMENT SPEC II	0	0.00	0	0.00	0	0.00	5,467	0.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	0	0.00	1,888	0.00
PRINCIPAL ASST BOARD/COMMISSON	0	0.00	0	0.00	0	0.00	2,708	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>23,390</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$23,390</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$23,390</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MO ETHICS COM - OPER</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
DIRECTOR OF COMPLIANCE	0	0.00	0	0.00	0	0.00		
DIR OF ACCTG & PERSONAL SVCS	0	0.00	0	0.00	0	0.00		
REPORTING ANALYST	0	0.00	0	0.00	0	0.00		
EXECUTIVE DIRECTOR	0	0.00	0	0.00	0	0.00		
REPORTING CLERK	0	0.00	0	0.00	0	0.00		
EXECUTIVE II	0	0.00	0	0.00	0	0.00		
COMPUTER SPECIALIST	0	0.00	0	0.00	0	0.00		
SENIOR FIELD INVESTIGATOR	0	0.00	0	0.00	0	0.00		
DIRECTOR OF CAMPAIGN FINANCE	0	0.00	0	0.00	0	0.00		
SENIOR REPORTING CLERK	0	0.00	0	0.00	0	0.00		
SPECIAL INVESTIGATOR	0	0.00	0	0.00	0	0.00		
DIRECTOR OF INFORMATION SRVS	0	0.00	0	0.00	0	0.00		
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	0	0.00		
INFORMATION SUPPORT COOR	0	0.00	0	0.00	0	0.00		
COMMISSION MEMBERS	0	0.00	0	0.00	0	0.00		
TOTAL - PS	0	0.00	0	0.00	0	0.00		
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		

Per Section 105.955.1, RSMo,  
Governor cannot issue rec-  
Commendations to the Ethics  
Commission budget.



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OVERTIME</b>								
<b>CORE</b>								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	150,000	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	150,000	0.00	0	0.00	0	0.00
TOTAL	0	0.00	150,000	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$150,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OVERTIME</b>								
<b>CORE</b>								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	2,000	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	2,000	0.00	0	0.00	0	0.00
TOTAL	0	0.00	2,000	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
OVERTIME									
CORE									
PERSONAL SERVICES									
FEDERAL SURPLUS PROPERTY	0	0.00	8,000	0.00	0	0.00	0	0.00	
TOTAL - PS	0	0.00	8,000	0.00	0	0.00	0	0.00	
TOTAL	0	0.00	8,000	0.00	0	0.00	0	0.00	
GRAND TOTAL	\$0	0.00	\$8,000	0.00	\$0	0.00	\$0	0.00	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>OVERTIME</b>									
<b>CORE</b>									
<b>PERSONAL SERVICES</b>									
STATE FACILITY MAINT & OPERAT	0	0.00	100,000	0.00	0	0.00	0	0.00	
TOTAL - PS	0	0.00	100,000	0.00	0	0.00	0	0.00	
TOTAL	0	0.00	100,000	0.00	0	0.00	0	0.00	
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$100,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	Various
<b>Division</b>	Various		
<b>Core -</b>	Overtime		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Senate Bill 367 (2005) requires special overtime appropriations only for facilities operating on a twenty-four hour, seven day a week basis in the Departments of Corrections and Mental Health, the Division of Youth Service in the Department of Social Services, and the Veterans Commission in the Department of Public Safety.

The Office of Administration has reallocated the overtime appropriations received in FY 06 back into the personal service core operating appropriations of the applicable divisions.

## 3. PROGRAM LISTING (list programs included in this core funding)

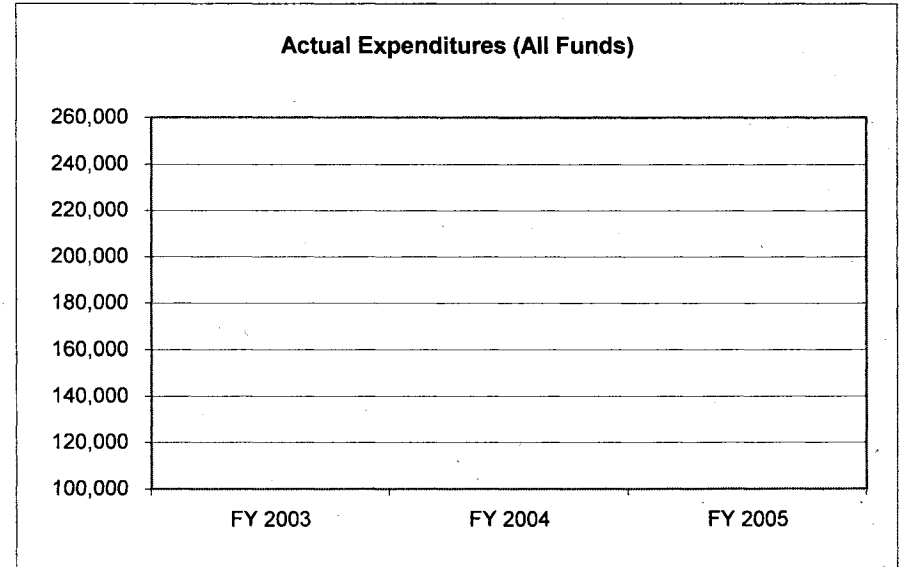
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	Various
<b>Division</b>	Various		
<b>Core -</b>	Overtime		

## 4. FINANCIAL HISTORY

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Current Yr.
Appropriation (All Funds)	0	0	0	260,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

## CORE RECONCILIATION

OFFICE OF ADMINISTRATION

OVERTIME

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	0.00	0	0	150,000	150,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#475] PS	0.00	0	0	(150,000)	(150,000)	Overtime to Information Technology Services Division core.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(150,000)</b>	<b>(150,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
OVERTIME

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	0.00	0	0	2,000	2,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#664] PS	0.00	0	0	(2,000)	(2,000)	Overtime to Facilities Management, Design and Construction core.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(2,000)</b>	<b>(2,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	



## CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
OVERTIME

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	0.00	0	0	8,000	8,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#452] PS	0.00	0	0	(8,000)	(8,000)	Overtime to State Agency for Surplus Property core.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(8,000)</b>	<b>(8,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
OVERTIME

## 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	0.00	0	0	100,000	100,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#709] PS	0.00	0	0	(100,000)	(100,000)	Overtime to Facilities Management, Design and Construction core.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(100,000)</b>	<b>(100,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
OVERTIME								
CORE								
OTHER	0	0.00	150,000	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	150,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$150,000	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$150,000	0.00	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
OVERTIME								
CORE								
TECHNICAL ASSISTANT IV	0	0.00	500	0.00	0	0.00	0	0.00
CONSTRUCTION INSPECTOR	0	0.00	1,500	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	2,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$2,000	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$2,000	0.00	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
OVERTIME								
CORE								
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	8,000	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	8,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$8,000	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$8,000	0.00	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OVERTIME</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	1,224	0.00	0	0.00	0	0.00
GENERAL OFFICE ASSISTANT	0	0.00	348	0.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	192	0.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	1,176	0.00	0	0.00	0	0.00
STOREKEEPER I	0	0.00	1,464	0.00	0	0.00	0	0.00
EXECUTIVE I	0	0.00	72	0.00	0	0.00	0	0.00
HOUSEKEEPER I	0	0.00	1,092	0.00	0	0.00	0	0.00
LABORER I	0	0.00	3,540	0.00	0	0.00	0	0.00
LABORER II	0	0.00	1,368	0.00	0	0.00	0	0.00
LABOR SPV	0	0.00	888	0.00	0	0.00	0	0.00
MAINTENANCE WORKER I	0	0.00	1,488	0.00	0	0.00	0	0.00
MAINTENANCE WORKER II	0	0.00	22,592	0.00	0	0.00	0	0.00
MAINTENANCE SPV I	0	0.00	6,408	0.00	0	0.00	0	0.00
LOCKSMITH	0	0.00	3,312	0.00	0	0.00	0	0.00
REFRIGERATION MECHANIC I	0	0.00	4,728	0.00	0	0.00	0	0.00
REFRIGERATION MECHANIC II	0	0.00	8,520	0.00	0	0.00	0	0.00
CARPENTER	0	0.00	2,208	0.00	0	0.00	0	0.00
ELECTRICIAN	0	0.00	11,000	0.00	0	0.00	0	0.00
PAINTER	0	0.00	1,560	0.00	0	0.00	0	0.00
PLUMBER	0	0.00	2,448	0.00	0	0.00	0	0.00
ELECTRONICS TECH	0	0.00	2,640	0.00	0	0.00	0	0.00
STATIONARY ENGR	0	0.00	9,108	0.00	0	0.00	0	0.00
HVAC INSTRUMENT CONTROLS TECH	0	0.00	12,624	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	100,000	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$100,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$100,000	0.00	\$0	0.00		0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,937,618	41.35	1,111,819	23.10	1,111,819	23.10	1,061,819	21.10	
FEDERAL SURPLUS PROPERTY	40,375	1.07	0	0.00	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	57,313	0.95	57,850	1.00	0	0.00	0	0.00	
TOTAL - PS	2,035,306	43.37	1,169,669	24.10	1,111,819	23.10	1,061,819	21.10	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	369,187	0.00	196,085	0.00	187,006	0.00	187,006	0.00	
TOTAL - EE	369,187	0.00	196,085	0.00	187,006	0.00	187,006	0.00	
TOTAL	2,404,493	43.37	1,365,754	24.10	1,298,825	23.10	1,248,825	21.10	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	42,474	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	42,474	0.00	
TOTAL	0	0.00	0	0.00	0	0.00	42,474	0.00	
GRAND TOTAL	\$2,404,493	43.37	\$1,365,754	24.10	\$1,298,825	23.10	\$1,291,299	21.10	



**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30203
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	Operating		

**1. CORE FINANCIAL SUMMARY**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	1,111,819	0	0	1,111,819	PS	1,061,819	0	0	1,061,819
EE	187,006	0	0	187,006	EE	187,006	0	0	187,006
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>1,298,825</b>	<b>0</b>	<b>0</b>	<b>1,298,825</b>	<b>Total</b>	<b>1,248,825</b>	<b>0</b>	<b>0</b>	<b>1,248,825</b>
FTE	23.10	0.00	0.00	23.10	FTE	21.10	0.00	0.00	21.10
<b>Est. Fringe</b>	<b>543,568</b>	<b>0</b>	<b>0</b>	<b>543,568</b>	<b>Est. Fringe</b>	<b>519,123</b>	<b>0</b>	<b>0</b>	<b>519,123</b>

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

**2. CORE DESCRIPTION**

The Commissioner's Office provides centralized services to the department, including legislative and policy issue research and tracking, legal counsel, and human resource administration. The statewide Office of Supplier and Workforce Diversity is also assigned to the Commissioner's Office.

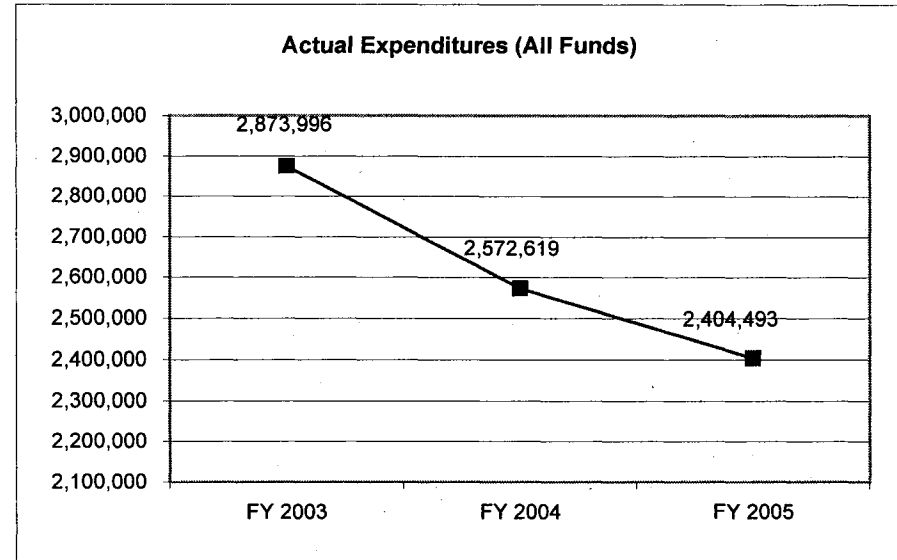
**3. PROGRAM LISTING (list programs included in this core funding)**

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30203
<b>Division</b>	Commissioner's Office		
<b>Core -</b>	Operating		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	3,513,852	2,902,057	2,878,947	1,365,754
Less Reverted (All Funds)	(625,727)	(77,073)	(219,165)	N/A
Budget Authority (All Funds)	2,888,125	2,824,984	2,659,782	N/A
Actual Expenditures (All Funds)	2,873,996	2,572,619	2,404,493	N/A
Unexpended (All Funds)	14,129	252,365	255,289	N/A
Unexpended, by Fund:				
General Revenue	13,946	118,691	12,876	N/A
Federal	0	0	0	N/A
Other	183	113,674	242,413	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

**CORE RECONCILIATION**

OFFICE OF ADMINISTRATION  
 COMMISSIONER'S OFFICE-OPER

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	24.10	1,111,819	0	57,850	1,169,669	
		EE	0.00	196,085	0	0	196,085	
		<b>Total</b>	<b>24.10</b>	<b>1,307,904</b>	<b>0</b>	<b>57,850</b>	<b>1,365,754</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reduction	[#149]	PS	(1.00)	0	0	(57,850)	(57,850)	Eliminates remaining Missouri Results Initiative project team funds. Other fund is the revolving administrative trust fund (0505).
Core Reallocation	[#142]	EE	0.00	(2,000)	0	0	(2,000)	To the Division of Budget & Planning.
Core Reallocation	[#607]	EE	0.00	(7,079)	0	0	(7,079)	IT expenses to Information Technology Services Division
<b>NET DEPARTMENT CHANGES</b>			<b>(1.00)</b>	<b>(9,079)</b>	<b>0</b>	<b>(57,850)</b>	<b>(66,929)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	23.10	1,111,819	0	0	1,111,819	
		EE	0.00	187,006	0	0	187,006	
		<b>Total</b>	<b>23.10</b>	<b>1,298,825</b>	<b>0</b>	<b>0</b>	<b>1,298,825</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Core Reduction	[#3605]	PS	(2.00)	(50,000)	0	0	(50,000)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>			<b>(2.00)</b>	<b>(50,000)</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	21.10	1,061,819	0	0	1,061,819	
		EE	0.00	187,006	0	0	187,006	
		<b>Total</b>	<b>21.10</b>	<b>1,248,825</b>	<b>0</b>	<b>0</b>	<b>1,248,825</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30203	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Commissioner's Office - Oper	<b>DIVISION:</b> Commissioner's Office

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

It is requested that 20% be approved as flexible PS/EE, the same amount as in FY 06. This flexibility would help the division manage responsibilities and resources should any withholding occur and the flexibility to pay accrued time when someone leaves the division or replace critical equipment. We do not know ahead of time which of these will be needed. Previous years' core cuts have left no flexibility to pay these ongoing liabilities.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations - 0101	PS	\$1,111,819	20%	\$222,364		PS	\$1,061,819	20%	\$212,364
	E&E	<u>\$187,006</u>	<u>20%</u>	<u>\$37,401</u>		E&E	<u>\$187,006</u>	<u>20%</u>	<u>\$37,401</u>
<i>Total Request</i>		\$1,298,825	20%	\$259,765	<i>Total Gov. Rec.</i>		\$1,248,825	20%	\$249,765

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30203	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Commissioner's Office - Oper	<b>DIVISION:</b> Commissioner's Office

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	Dependent on timing and amount of any FY06 withholding	Dependent on timing and amount of any FY07 withholding

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Dependent on timing and amount of any FY06 withholding

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	27,439	0.97	0	0.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	44,283	2.00	25,315	1.00	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST III	9,030	0.21	0	0.00	0	0.00	0	0.00
COMPUTER INFO TECH SPEC I	182,973	3.79	0	0.00	0	0.00	0	0.00
COMP INFO TECHNOLOGY MGR I	60,742	1.00	0	0.00	0	0.00	0	0.00
MINORITY/WOMEN CERT COOR	35,026	1.00	35,076	1.00	35,076	1.00	35,076	1.00
MINORITY PURCHASING ASST	0	0.00	0	0.00	25,315	1.00	25,315	1.00
ACCOUNTANT II	104,142	3.00	0	0.00	0	0.00	0	0.00
ACCOUNTING ANAL II	114,726	3.00	0	0.00	0	0.00	0	0.00
ACCOUNTING ANAL III	42,706	1.00	0	0.00	0	0.00	0	0.00
PERSONNEL OFCR I	36,394	1.00	36,444	1.00	38,532	1.00	38,532	1.00
HUMAN RELATIONS OFCR II	23,107	0.54	0	0.00	0	0.00	0	0.00
PERSONNEL ANAL I	30,114	0.88	34,416	1.00	0	0.00	0	0.00
PERSONNEL ANAL II	0	0.00	0	0.00	38,532	1.00	38,532	1.00
PUBLIC INFORMATION ADMSTR	32,920	0.84	0	0.00	0	0.00	0	0.00
PERSONNEL CLERK	27,226	1.00	27,276	1.00	28,740	1.00	28,740	1.00
LEGISLATIVE COORDINATOR	41,491	0.90	0	0.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	203,737	3.94	110,113	2.00	55,000	1.00	55,000	1.00
FISCAL & ADMINISTRATIVE MGR B3	71,150	1.00	0	0.00	0	0.00	0	0.00
HUMAN RESOURCES MGR B2	53,470	1.00	53,520	1.00	56,520	1.00	56,520	1.00
OFFICE OF ADMINISTRATION MGR 2	33,273	0.65	0	0.00	0	0.00	0	0.00
STATE DEPARTMENT DIRECTOR	128,361	1.14	112,356	1.00	112,356	1.00	112,356	1.00
DEPUTY STATE DEPT DIRECTOR	91,978	1.00	0	0.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	173,899	3.10	242,667	3.00	242,667	3.00	242,667	3.00
DESIGNATED PRINCIPAL ASST DIV	388	0.01	0	0.00	0	0.00	0	0.00
EXECUTIVE SECRETARY	21,735	0.65	65,932	2.00	55,000	1.50	21,143	0.50
PROJECT SPECIALIST	57,313	0.95	57,850	1.00	0	0.00	0	0.00
LEGAL COUNSEL	109,420	1.63	146,300	2.00	75,000	1.00	75,000	1.00
CHIEF COUNSEL	59,351	0.71	0	0.00	92,000	1.00	92,000	1.00
OFFICE WORKER MISCELLANEOUS	6,097	0.26	23,800	1.00	16,143	1.00	0	0.00
RECEPTIONIST	14,320	0.45	32,880	1.60	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	514	0.01	26,832	1.00	0	0.00	0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>COMMISSIONER'S OFFICE-OPER</b>								
<b>CORE</b>								
SPECIAL ASST OFFICIAL & ADMSTR	38,617	1.00	37,812	1.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	68,153	1.84	41,686	0.50	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	26,863	0.73	36,216	1.00	78,916	2.00	78,916	2.00
LABORER	13,362	0.58	23,178	1.00	0	0.00	0	0.00
CONSTITUENT LIAISON	5,756	0.14	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	5,833	0.21	0	0.00	28,000	1.00	28,000	1.00
ASST TO DIRECTOR - BRDS & COMMS	0	0.00	0	0.00	33,792	1.00	33,792	1.00
DEPUTY DIR OF LEGISLATIVE AFRS	0	0.00	0	0.00	40,000	1.00	40,000	1.00
RECEPTIONIST	11,029	0.41	0	0.00	37,238	1.60	37,238	1.60
LABORER	9,580	0.42	0	0.00	22,992	1.00	22,992	1.00
<b>TOTAL - PS</b>	<b>2,016,518</b>	<b>42.96</b>	<b>1,169,669</b>	<b>24.10</b>	<b>1,111,819</b>	<b>23.10</b>	<b>1,061,819</b>	<b>21.10</b>
TRAVEL, IN-STATE	9,722	0.00	3,795	0.00	3,795	0.00	3,795	0.00
TRAVEL, OUT-OF-STATE	2,915	0.00	0	0.00	1,500	0.00	1,500	0.00
SUPPLIES	28,980	0.00	28,780	0.00	28,780	0.00	28,780	0.00
PROFESSIONAL DEVELOPMENT	16,056	0.00	14,000	0.00	12,500	0.00	12,500	0.00
COMMUNICATION SERV & SUPP	28,782	0.00	19,741	0.00	19,375	0.00	19,375	0.00
PROFESSIONAL SERVICES	77,494	0.00	70,044	0.00	61,666	0.00	61,666	0.00
M&R SERVICES	48,284	0.00	6,400	0.00	6,065	0.00	6,065	0.00
COMPUTER EQUIPMENT	27,173	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	25,230	0.00	5,000	0.00	5,000	0.00	5,000	0.00
OTHER EQUIPMENT	59,663	0.00	10,600	0.00	10,600	0.00	10,600	0.00
REAL PROPERTY RENTALS & LEASES	2,860	0.00	200	0.00	200	0.00	200	0.00
EQUIPMENT RENTALS & LEASES	324	0.00	50	0.00	50	0.00	50	0.00
MISCELLANEOUS EXPENSES	41,704	0.00	37,475	0.00	37,475	0.00	37,475	0.00
<b>TOTAL - EE</b>	<b>369,187</b>	<b>0.00</b>	<b>196,085</b>	<b>0.00</b>	<b>187,006</b>	<b>0.00</b>	<b>187,006</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,385,705</b>	<b>42.96</b>	<b>\$1,365,754</b>	<b>24.10</b>	<b>\$1,298,825</b>	<b>23.10</b>	<b>\$1,248,825</b>	<b>21.10</b>
<b>GENERAL REVENUE</b>	<b>\$2,288,017</b>	<b>40.94</b>	<b>\$1,307,904</b>	<b>23.10</b>	<b>\$1,298,825</b>	<b>23.10</b>	<b>\$1,248,825</b>	<b>21.10</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$97,688</b>	<b>2.02</b>	<b>\$57,850</b>	<b>1.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ACCOUNTING - OPERATING</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,678,897	48.24	1,985,166	52.00	1,946,634	51.00	1,924,362	50.00	
FEDERAL SURPLUS PROPERTY	0	0.00	40,428	1.00	0	0.00	0	0.00	
TOTAL - PS	1,678,897	48.24	2,025,594	53.00	1,946,634	51.00	1,924,362	50.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	257,543	0.00	262,293	0.00	159,490	0.00	159,490	0.00	
TOTAL - EE	257,543	0.00	262,293	0.00	159,490	0.00	159,490	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	71	0.00	300	0.00	100	0.00	100	0.00	
TOTAL - PD	71	0.00	300	0.00	100	0.00	100	0.00	
<b>TOTAL</b>	<b>1,936,511</b>	<b>48.24</b>	<b>2,288,187</b>	<b>53.00</b>	<b>2,106,224</b>	<b>51.00</b>	<b>2,083,952</b>	<b>50.00</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	76,977	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	76,977	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>76,977</b>	<b>0.00</b>	
<b>Statewide Expenditure Reviews - 1300012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	104,460	3.00	104,460	3.00	
TOTAL - PS	0	0.00	0	0.00	104,460	3.00	104,460	3.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	10,680	0.00	10,680	0.00	
TOTAL - EE	0	0.00	0	0.00	10,680	0.00	10,680	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>115,140</b>	<b>3.00</b>	<b>115,140</b>	<b>3.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,936,511</b>	<b>48.24</b>	<b>\$2,288,187</b>	<b>53.00</b>	<b>\$2,221,364</b>	<b>54.00</b>	<b>\$2,276,069</b>	<b>53.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30404
<b>Division</b>	Accounting		
<b>Core</b>	Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	1,946,634	0	0	1,946,634
EE	159,490	0	0	159,490
PSD	100	0	0	100
<b>Total</b>	<b>2,106,224</b>	<b>0</b>	<b>0</b>	<b>2,106,224</b>

FTE 51.00 0.00 0.00 51.00

<b>Est. Fringe</b>	951,709	0	0	951,709
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	1,924,362	0	0	1,924,362
EE	159,400	0	0	159,400
PSD	100	0	0	100
<b>Total</b>	<b>2,083,862</b>	<b>0</b>	<b>0</b>	<b>2,083,862</b>

FTE 50.00 0.00 0.00 50.00

<b>Est. Fringe</b>	940,821	0	0	940,821
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

This core request is to fund the operations of the Division of Accounting. The division provides a central payroll processing function, central accounting service, and a statewide financial reporting function for the State of Missouri. This includes producing payroll checks and vendor payments. The division also prepares and distributes comprehensive, accurate and timely financial reports for the State of Missouri. In addition, the division is responsible for monitoring and oversight of the employee benefits programs and provides support and oversight for issuance of debt. The division is also responsible for the administration of social security coverage for state and political subdivision employees.

This budget request reflects a decrease of \$40,428 (Fund 0407) and one FTE from FY 06 core. This position which supports surplus property activity is being transferred to the Division of Purchasing and Materials Management.

## 3. PROGRAM LISTING (list programs included in this core funding)

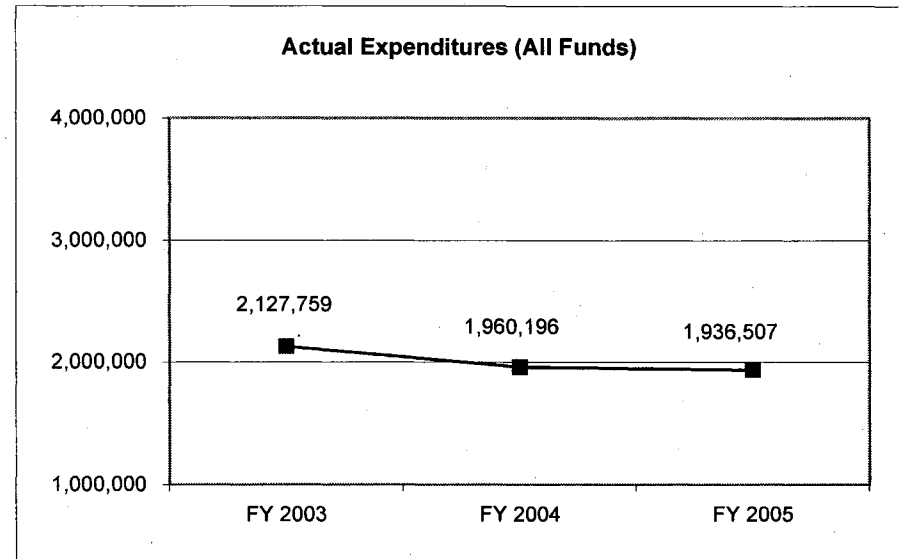
Accounting Operations

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30404
<b>Division</b>	Accounting		
<b>Core</b>	Operating		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	2,392,987	2,107,302	2,085,376	2,288,187
Less Reverted (All Funds)	(251,000)	(61,438)	(148,680)	N/A
Budget Authority (All Funds)	2,141,987	2,045,864	1,936,696	N/A
Actual Expenditures (All Funds)	2,127,759	1,960,196	1,936,507	N/A
Unexpended (All Funds)	14,228	85,668	189	N/A
Unexpended, by Fund:				
General Revenue	14,228	85,668	189	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION ACCOUNTING - OPERATING

#### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	53.00	1,985,166	0	40,428	2,025,594	
		EE	0.00	262,293	0	0	262,293	
		PD	0.00	300	0	0	300	
		<b>Total</b>	<b>53.00</b>	<b>2,247,759</b>	<b>0</b>	<b>40,428</b>	<b>2,288,187</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer Out	[#2052]	PS	(1.00)	(38,532)	0	0	(38,532)	To Department of Corrections for administration of the Costs in Criminal Cases appropriation transferred out from OA/Administrative Disbursements.
Core Reallocation	[#118]	EE	0.00	200	0	0	200	PD to EE object class to reflect planned spending
Core Reallocation	[#118]	PD	0.00	(200)	0	0	(200)	PD to EE object class to reflect planned spending
Core Reallocation	[#119]	PS	(1.00)	0	0	(40,428)	(40,428)	To PMM, State Agency for Surplus Property (SASP). All duties of the position are for SASP functions, and should report to SASP.
Core Reallocation	[#608]	EE	0.00	(103,003)	0	0	(103,003)	IT expenses to Information Technology Services Division
<b>NET DEPARTMENT CHANGES</b>			<b>(2.00)</b>	<b>(141,535)</b>	<b>0</b>	<b>(40,428)</b>	<b>(181,963)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	51.00	1,946,634	0	0	1,946,634	
		EE	0.00	159,490	0	0	159,490	
		PD	0.00	100	0	0	100	
		<b>Total</b>	<b>51.00</b>	<b>2,106,224</b>	<b>0</b>	<b>0</b>	<b>2,106,224</b>	

## CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
ACCOUNTING - OPERATING

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>							
Core Reduction	[#3630] PS	(1.00)	(22,272)	0	0	(22,272)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>		<b>(1.00)</b>	<b>(22,272)</b>	<b>0</b>	<b>0</b>	<b>(22,272)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	50.00	1,924,362	0	0	1,924,362	
	EE	0.00	159,490	0	0	159,490	
	PD	0.00	100	0	0	100	
<b>Total</b>		<b>50.00</b>	<b>2,083,952</b>	<b>0</b>	<b>0</b>	<b>2,083,952</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30404	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Accounting - Operating	<b>DIVISION:</b> Accounting

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

It is requested that 20% be approved as flexible PS/EE. This flexibility would help the division manage responsibilities and resources should any withholding occur. The division's responsibilities of vendor payments, payroll, debt management, and financial reporting are critical statewide functions.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations - 0101	PS	\$1,946,634	20%	\$389,327		PS	\$1,924,362	20%	\$384,872
	E&E	<u>\$159,590</u>	<u>20%</u>	<u>\$31,918</u>		E&E	<u>\$159,590</u>	<u>20%</u>	<u>\$31,918</u>
<i>Total Request</i>		\$2,106,224	20%	\$421,245	<i>Total Gov. Rec.</i>		\$2,083,952	20%	\$416,790

### FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30404	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Accounting - Operating	<b>DIVISION:</b> Accounting

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	Dependent on timing and amount of any FY06 withholding	Dependent on timing and amount of any FY07 withholding

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Dependent on timing and amount of any FY06 withholding

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (CLERICAL)	11,075	0.59	0	0.00	0	0.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	55,672	2.00	54,564	2.00	56,496	2.00	56,496	2.00
OFFICE SUPPORT ASST (KEYBRD)	7,425	0.38	19,932	1.00	19,368	1.00	19,368	1.00
ACCOUNT CLERK I	32,458	1.53	22,860	1.00	41,988	2.00	41,988	2.00
ACCOUNT CLERK II	128,574	5.73	127,826	5.50	160,560	6.00	138,288	5.00
ACCOUNTANT I	242,369	8.01	259,587	8.00	295,974	9.00	295,974	9.00
ACCOUNTANT II	72,128	2.00	188,239	5.00	161,988	4.00	161,988	4.00
ACCOUNTANT III	42,214	1.00	41,916	1.00	43,584	1.00	43,584	1.00
ACCOUNTING ANAL I	91,643	2.91	85,773	2.00	233,232	6.00	233,232	6.00
ACCOUNTING ANAL II	151,957	4.25	319,372	8.00	112,116	3.00	112,116	3.00
ACCOUNTING ANAL III	0	0.00	42,756	1.00	42,756	1.00	42,756	1.00
CENTRAL ACCOUNTING TECH	88,991	3.62	119,180	4.00	81,672	3.00	81,672	3.00
COMPLIANCE AUDITOR I	70,849	2.09	68,172	2.00	33,792	1.00	33,792	1.00
COMPLIANCE AUDITOR II	38,482	1.00	38,532	1.00	38,532	1.00	38,532	1.00
LABORER I	39,536	2.00	10,113	0.50	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	83,180	1.88	88,272	2.00	88,968	2.00	88,968	2.00
FISCAL & ADMINISTRATIVE MGR B2	224,744	4.00	231,516	4.00	227,328	4.00	227,328	4.00
FISCAL & ADMINISTRATIVE MGR B3	107,406	1.42	151,368	2.00	151,368	2.00	151,368	2.00
DESIGNATED PRINCIPAL ASST DEPT	1,195	0.02	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	80,476	0.93	86,364	1.00	86,364	1.00	86,364	1.00
DESIGNATED PRINCIPAL ASST DIV	69,421	1.99	34,920	1.00	36,216	1.00	36,216	1.00
MISCELLANEOUS PROFESSIONAL	38,723	0.88	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	379	0.01	34,332	1.00	34,332	1.00	34,332	1.00
<b>TOTAL - PS</b>	<b>1,678,897</b>	<b>48.24</b>	<b>2,025,594</b>	<b>53.00</b>	<b>1,946,634</b>	<b>51.00</b>	<b>1,924,362</b>	<b>50.00</b>
TRAVEL, IN-STATE	711	0.00	500	0.00	800	0.00	800	0.00
TRAVEL, OUT-OF-STATE	4,150	0.00	1,200	0.00	2,200	0.00	2,200	0.00
SUPPLIES	26,059	0.00	31,811	0.00	32,000	0.00	32,000	0.00
PROFESSIONAL DEVELOPMENT	22,207	0.00	15,000	0.00	16,000	0.00	16,000	0.00
COMMUNICATION SERV & SUPP	23,675	0.00	26,900	0.00	29,545	0.00	29,545	0.00
PROFESSIONAL SERVICES	150,288	0.00	164,589	0.00	67,222	0.00	67,222	0.00
M&R SERVICES	5,650	0.00	10,023	0.00	5,223	0.00	5,223	0.00
COMPUTER EQUIPMENT	16,999	0.00	0	0.00	0	0.00	0	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>CORE</b>								
OFFICE EQUIPMENT	1,969	0.00	9,875	0.00	5,000	0.00	5,000	0.00
OTHER EQUIPMENT	263	0.00	500	0.00	500	0.00	500	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,250	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	5,572	0.00	645	0.00	1,000	0.00	1,000	0.00
TOTAL - EE	257,543	0.00	262,293	0.00	159,490	0.00	159,490	0.00
PROGRAM DISTRIBUTIONS	0	0.00	150	0.00	0	0.00	0	0.00
REFUNDS	71	0.00	150	0.00	100	0.00	100	0.00
TOTAL - PD	71	0.00	300	0.00	100	0.00	100	0.00
<b>GRAND TOTAL</b>	<b>\$1,936,511</b>	<b>48.24</b>	<b>\$2,288,187</b>	<b>53.00</b>	<b>\$2,106,224</b>	<b>51.00</b>	<b>\$2,083,952</b>	<b>50.00</b>
GENERAL REVENUE	\$1,936,511	48.24	\$2,247,759	52.00	\$2,106,224	51.00	\$2,083,952	50.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$40,428	1.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

### 1. What does this program do?

This program provides a central payroll processing function, central accounting services function, and the statewide financial reporting for the State of Missouri. The payroll function includes producing state employee's payroll checks or direct deposits and producing W-2s. The central accounting services function produces vendor payment checks and ACH transactions and produces 1099's. This program also assists with maintaining the Statewide Accounting System (SAM II). This includes establishing coding structure, maintaining system tables, preparing the chart of accounts for the system, and monitoring system assurance reports. The financial reporting portion of this program is responsible for producing the Comprehensive Annual Financial Report (CAFR), the annual Appropriation Activity Report, and the Statewide Cost Allocation Plan (SWCAP). The financial reporting area monitors general revenue cash flow activity on both daily and monthly basis. Reports produced are essential to sound financial management of the State. Financial reporting also provides continuing disclosure information for outstanding debt to the Nationally Recognized Municipal Securities Information Repositories (NRMSIR) in accordance with the Securities and Exchange Commission's Section (b) (5) of SEC Rule 15c1-2.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 33 RSMo and SEC Rule 15c2-12

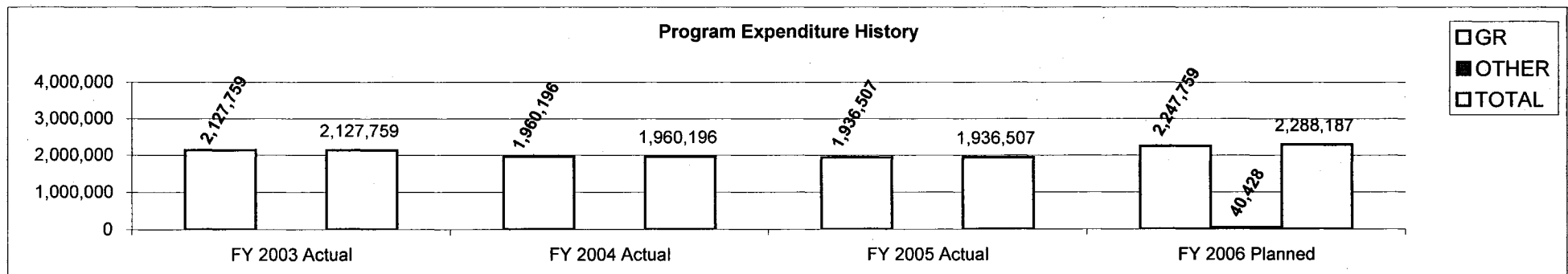
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Includes personal service and expense and equipment costs for support staff for the Debt Management Program, CMIA, and Other Federal Payment Program. Not cost beneficial to break those cost out because of the overlap of staff duties.

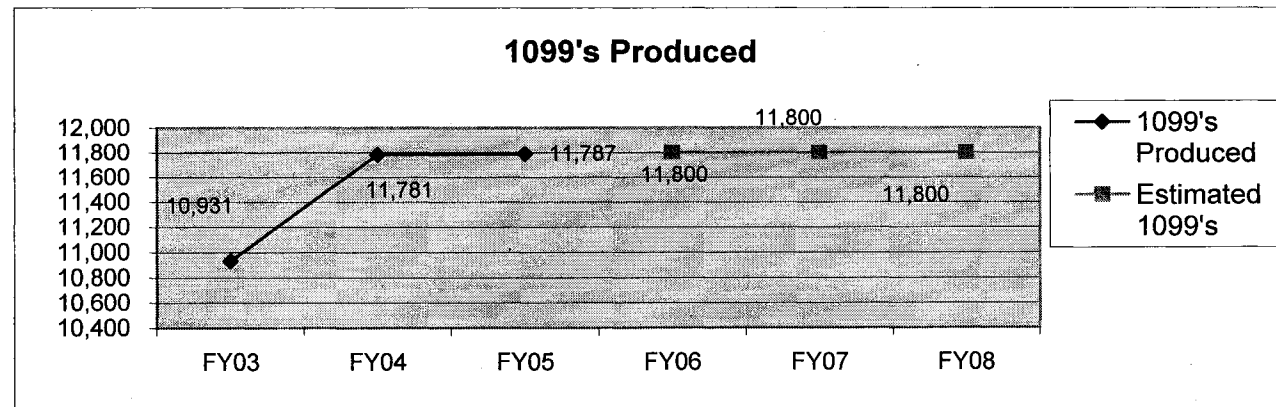
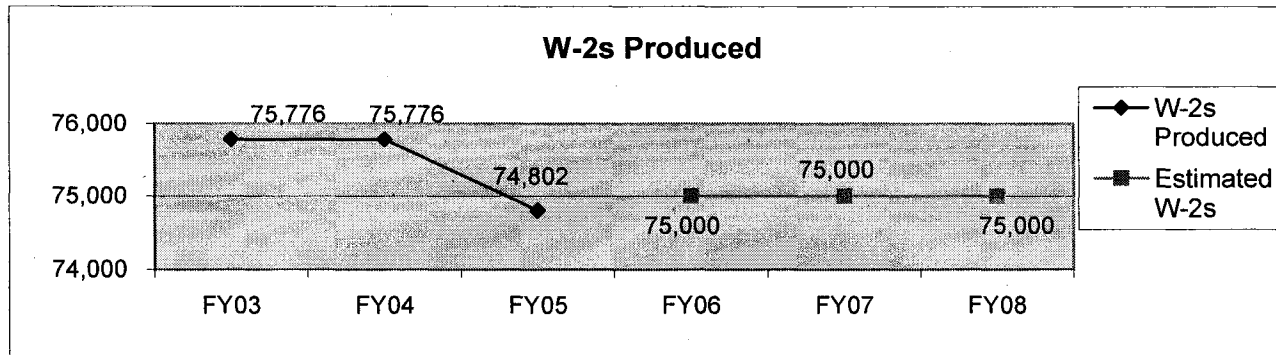
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

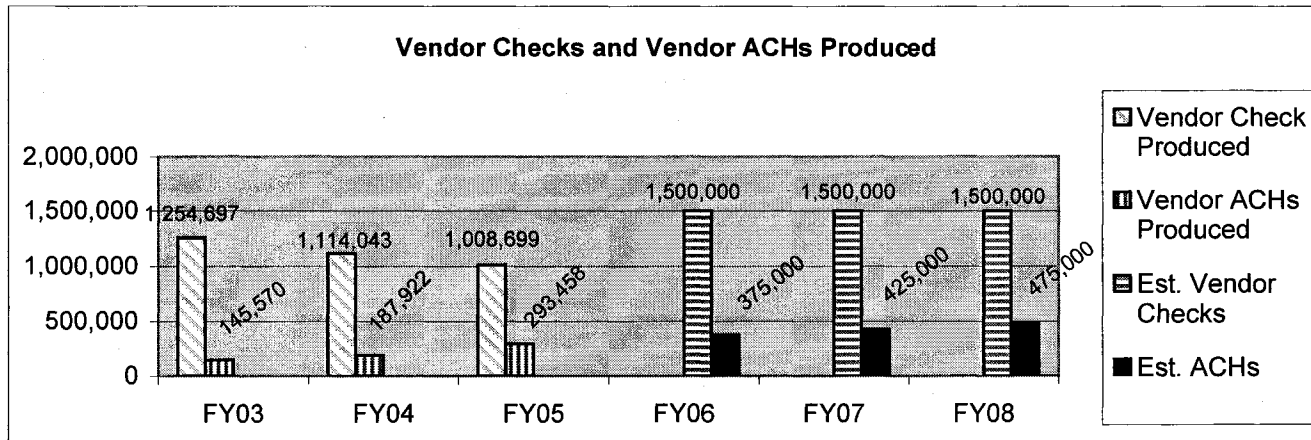
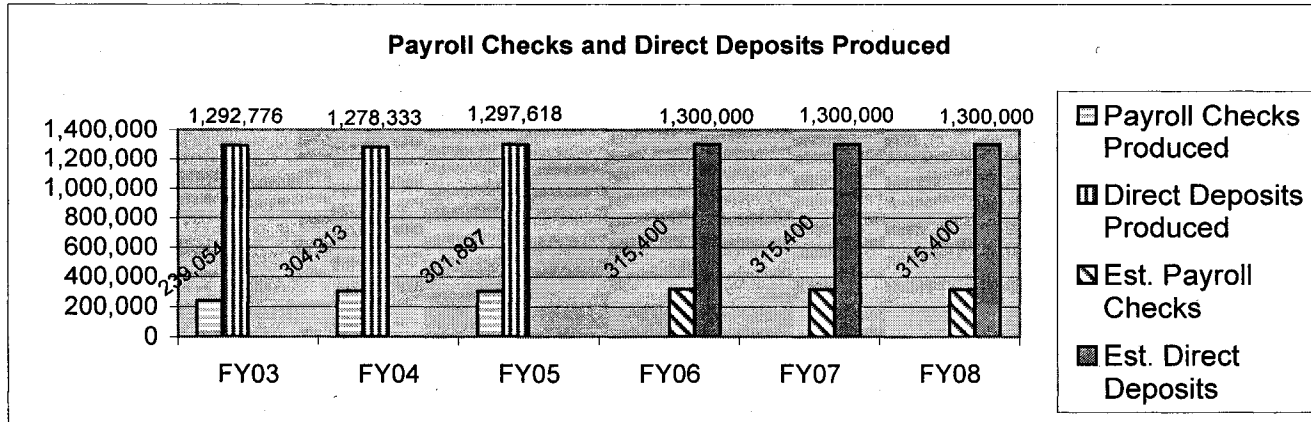


Financial reports are also critical in sound financial management, maintaining the State's AAA bond rating, and complying with the Securities and Exchange Commission regulations.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Accounting Operations  
**Program is found in the following core budget(s):** Accounting Operating

### 7b. Provide an efficiency measure.



### Financial Reports

CAFR produced within six months after the fiscal year ended (December 31).  
 Appropriation Activity produced 60-days after close of the fiscal year  
 (October 31 in FY 02-04 and September 30 in FY 05).

### Date Produced

FY 02	FY 03	FY 04
03/31/2003	12/30/2003	12/08/2004
10/31/2002	10/24/2003	08/31/2004

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Accounting Operations

**Program is found in the following core budget(s):** Accounting Operating

**7c. Provide the number of clients/individuals served, if applicable.**

Average Number of State Employees (July 2004-July 2005) 65,050

Average Number of Active Vendors on the Vendor File (FY 2005) 175,924

**7d. Provide a customer satisfaction measure, if available.**

N/A

**NEW DECISION ITEM**  
**RANK:** 7 **OF** 11

**Department** Office of Administration  
**Division** Accounting  
**DI Name** Statewide Expenditure Reviews **DI#** 1300012

**Budget Unit** 30404

**1. AMOUNT OF REQUEST**

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	104,460	0	0	104,460
EE	10,680	0	0	10,680
PSD	0	0	0	0
<b>Total</b>	<b>115,140</b>	<b>0</b>	<b>0</b>	<b>115,140</b>
<b>FTE</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>

<b>Est. Fringe</b>	51,070	0	0	51,070
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	104,460	0	0	104,460
EE	10,680	0	0	10,680
PSD	0	0	0	0
<b>Total</b>	<b>115,140</b>	<b>0</b>	<b>0</b>	<b>115,140</b>
<b>FTE</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>

<b>Est. Fringe</b>	51,070	0	0	51,070
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input checked="" type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

These employees will be doing on-going objective examinations of state expenditures, to identify potential cost -savings. They will provide analysis of monthly expenditures at a detail level, consult with agency personnel and OA/Accounting management, and make recommendations for lowering costs while maintaining or improving existing levels of service.

NEW DECISION ITEM  
RANK: 7 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30404
<b>Division</b>	Accounting		
<b>DI Name</b>	Statewide Expenditure Reviews	<b>DI#</b>	1300012

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

End of probation step selected for the merit job class applicable to the functions to be performed.  
 Travel - Contingency for site visits to out-state offices. No firm plans to travel.  
 Supplies-recommended \$300 x e FTE = 900  
 Communication = \$25 phone mo. x 3 FTE  
 Computer Equipment = 3 laptops  
 Office Equipment = 3 calculators, phones  
 SDC Charges are estimated at \$100 mo X 3 FTE--these employees will be heavy users of the financial data warehouse

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Accounting Specialist I	62,784	2.0					62,784	2.0	
Accounting Specialist III	41,676	1.0					41,676	1.0	
<b>Total PS</b>	<b>104,460</b>	<b>3.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>104,460</b>	<b>3.0</b>	<b>0</b>
Travel, In-State	1,290						1,290		
Supplies	900						900		
Communication Services & Supplies	900						900		
Computer Equipment	3,483						3,483		3,483
Office Equipment	507						507		507
Professional Services (SDC Charges)	3,600						3,600		
<b>Total EE</b>	<b>10,680</b>		<b>0</b>		<b>0</b>		<b>10,680</b>		<b>3,990</b>
							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>115,140</b>	<b>3.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>115,140</b>	<b>3.0</b>	<b>3,990</b>

## NEW DECISION ITEM

RANK: 7 OF 11

<b>Department</b>	Office of Administration			<b>Budget Unit</b>		30404			
<b>Division</b>	Accounting								
<b>DI Name</b>	Statewide Expenditure Reviews			<b>DI#</b> 1300012					
	<b>Gov Rec GR DOLLARS</b>	<b>Gov Rec GR FTE</b>	<b>Gov Rec FED DOLLARS</b>	<b>Gov Rec FED FTE</b>	<b>Gov Rec OTHER DOLLARS</b>	<b>Gov Rec OTHER FTE</b>	<b>Gov Rec TOTAL DOLLARS</b>	<b>Gov Rec TOTAL FTE</b>	<b>Gov Rec One-Time DOLLARS</b>
<b>Budget Object Class/Job Class</b>									
	62,784	2.0					62,784	2.0	
	41,676	1.0					41,676	1.0	
<b>Total PS</b>	<b>104,460</b>	<b>3.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>104,460</b>	<b>3.0</b>	<b>0</b>
Travel, In-State	1,290						1,290		
Supplies	900						900		
Communication Services & Supplies	900						900		
Computer Equipment	3,483						3,483		3,483
Office Equipment	507						507		507
Professional Services (SDC Charges)	3,600						3,600		
<b>Total EE</b>	<b>10,680</b>		<b>0</b>		<b>0</b>		<b>10,680</b>		<b>3,990</b>
							0		
<b>Total PSD</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
<b>Grand Total</b>	<b>115,140</b>	<b>3.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>115,140</b>	<b>3.0</b>	<b>3,990</b>



**NEW DECISION ITEM**

**RANK:** 7 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30404
<b>Division</b>	Accounting		
<b>DI Name</b>	Statewide Expenditure Reviews	<b>DI#</b>	1300012

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**  
To be developed.

**6b. Provide an efficiency measure.**  
To be developed.

**6c. Provide the number of clients/individuals served, if applicable.**  
To be developed.

**6d. Provide a customer satisfaction measure, if available.**  
To be developed.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

To be developed.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ACCOUNTING - OPERATING</b>								
<b>Statewide Expenditure Reviews - 1300012</b>								
ACCOUNTING SPECIALIST I	0	0.00	0	0.00	62,784	2.00	62,784	2.00
ACCOUNTING SPECIALIST III	0	0.00	0	0.00	41,676	1.00	41,676	1.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>104,460</b>	<b>3.00</b>	<b>104,460</b>	<b>3.00</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	1,290	0.00	1,290	0.00
SUPPLIES	0	0.00	0	0.00	900	0.00	900	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	900	0.00	900	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	3,600	0.00	3,600	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	3,483	0.00	3,483	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	507	0.00	507	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>10,680</b>	<b>0.00</b>	<b>10,680</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$115,140</b>	<b>3.00</b>	<b>\$115,140</b>	<b>3.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$115,140</b>	<b>3.00</b>	<b>\$115,140</b>	<b>3.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>BUDGET &amp; PLANNING - OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,358,989	28.43	1,517,199	30.00	1,555,011	30.00	1,555,011	29.00	
TOTAL - PS	1,358,989	28.43	1,517,199	30.00	1,555,011	30.00	1,555,011	29.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	101,440	0.00	89,564	0.00	86,093	0.00	86,093	0.00	
TOTAL - EE	101,440	0.00	89,564	0.00	86,093	0.00	86,093	0.00	
<b>TOTAL</b>	<b>1,460,429</b>	<b>28.43</b>	<b>1,606,763</b>	<b>30.00</b>	<b>1,641,104</b>	<b>30.00</b>	<b>1,641,104</b>	<b>29.00</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	62,201	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	62,201	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>62,201</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,460,429</b>	<b>28.43</b>	<b>\$1,606,763</b>	<b>30.00</b>	<b>\$1,641,104</b>	<b>30.00</b>	<b>\$1,703,305</b>	<b>29.00</b>	

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30530
<b>Division</b>	Budget & Planning		
<b>Core</b>	Operating		

**1. CORE FINANCIAL SUMMARY**

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	1,555,011	0	0	1,555,011
EE	86,093	0	0	86,093
PSD	0	0	0	0
<b>Total</b>	<b>1,641,104</b>	<b>0</b>	<b>0</b>	<b>1,641,104</b>

<b>FTE</b>	<b>30.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30.00</b>
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<b>Est. Fringe</b>	760,245	0	0	760,245
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	1,555,011	0	0	1,555,011
EE	86,093	0	0	86,093
PSD	0	0	0	0
<b>Total</b>	<b>1,641,104</b>	<b>0</b>	<b>0</b>	<b>1,641,104</b>

<b>FTE</b>	<b>29.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29.00</b>
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<b>Est. Fringe</b>	760,245	0	0	760,245
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

This core request represents resources for continued operation of the Division of Budget and Planning. Chapter 33 RSMo charges the Division to assist the Commissioner of Administration and the Governor in management of the Executive Branch. The division analyzes budget policy issues and provides fiscal information to the commissioner, the Governor's office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. The division manages the automated state budget system. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, and draft fiscal notes. The division coordinates legislative reviews for the executive branch. The division reviews federal issues and their impact on Missouri. The division also is the designated state demographic agency and has statutory duties for technical aid to the decennial reapportionment of election districts.

**3. PROGRAM LISTING (list programs included in this core funding)**

Budget & Planning Operations  
Demography & Reapportionment Support

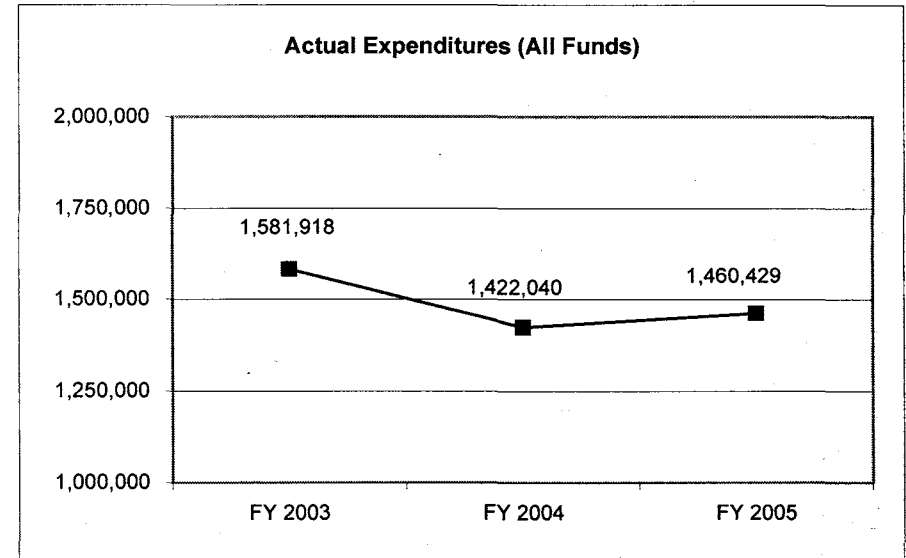
# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30530
<b>Division</b>	Budget & Planning		
<b>Core</b>	Operating		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006* Current Yr.</b>
Appropriation (All Funds)	1,763,512	1,528,774	1,529,420	1,606,763
Less Reverted (All Funds)	(168,497)	(45,863)	(25,882)	N/A
Budget Authority (All Funds)	1,595,015	1,482,911	1,503,538	N/A
Actual Expenditures (All Funds)	1,581,918	1,422,040	1,460,429	N/A
Unexpended (All Funds)	13,097	60,871	43,109	N/A
Unexpended, by Fund:				
General Revenue	13,097	60,871	43,109	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A

\* - Note - Includes core transfer in of \$89,343 and 2 FTE from OA Commissioner's Office with additional responsibilities



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

The FY 07 request includes a PS Core transfer in from OA Facilities Management, Design and Construction in the amount of \$37,812 general revenue, and an EE Core transfer in from OA Commissioner's Office of \$2,000 general revenue.

## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION BUDGET & PLANNING - OPER

#### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	30.00	1,517,199	0	0	1,517,199	
		EE	0.00	89,564	0	0	89,564	
		<b>Total</b>	<b>30.00</b>	<b>1,606,763</b>	<b>0</b>	<b>0</b>	<b>1,606,763</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	[#384]	PS	0.00	37,812	0	0	37,812	From FM, D&C for analyst position previously on FM,D&C's payroll.
Core Reallocation	[#390]	EE	0.00	2,000	0	0	2,000	From Commissioner's Office
Core Reallocation	[#609]	EE	0.00	(5,471)	0	0	(5,471)	IT expenses to Information Technology Services Division
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>34,341</b>	<b>0</b>	<b>0</b>	<b>34,341</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	30.00	1,555,011	0	0	1,555,011	
		EE	0.00	86,093	0	0	86,093	
		<b>Total</b>	<b>30.00</b>	<b>1,641,104</b>	<b>0</b>	<b>0</b>	<b>1,641,104</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Core Reduction	[#3633]	PS	(1.00)	0	0	0	0	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>			<b>(1.00)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	29.00	1,555,011	0	0	1,555,011	
		EE	0.00	86,093	0	0	86,093	
		<b>Total</b>	<b>29.00</b>	<b>1,641,104</b>	<b>0</b>	<b>0</b>	<b>1,641,104</b>	

# **FLEXIBILITY REQUEST FORM**

<b>BUDGET UNIT NUMBER:</b> 30530	<b>DEPARTMENT:</b> OFFICE OF ADMINISTRATION
<b>BUDGET UNIT NAME:</b> BUDGET & PLANNING - Operating	<b>DIVISION:</b> BUDGET & PLANNING

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

20% of PS and E&E budgeted amount. This totals \$311,002 PS and \$17,219 EE. B&P received 20% flexibility in Fiscal Year 2006. This will allow the division the flexibility to pay accrued time when someone leaves the division, replace critical equipment, and meet basic training needs for analysts and supervisors. We do not know ahead of time which of these will be needed. Previous years' core cuts have left no flexibility to pay these ongoing liabilities.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations - 0101	PS	\$1,555,011	20%	\$311,002	Operations - 0101	PS	\$1,555,011	20%	\$311,002
	E&E	<u>\$86,093</u>	<u>20%</u>	<u>\$17,219</u>		E&E	<u>\$86,093</u>	<u>20%</u>	<u>\$17,219</u>
<i>Total Request</i>		\$1,641,104	20%	\$328,221	<i>Total Gov. Rec.</i>		\$1,641,104	20%	\$328,221



# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30530	<b>DEPARTMENT:</b> OFFICE OF ADMINISTRATION
<b>BUDGET UNIT NAME:</b> BUDGET & PLANNING - Operating	<b>DIVISION:</b> BUDGET & PLANNING

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$15,000 PS to EE	Unknown. Dependent on staff turnover.	Unknown. Dependent on staff turnover.

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget? If so, how was the flexibility used during those years?**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Used to buy paper for the printing of the Executive Budget and purchase one-time computer software and equipment replacements.	Unknown. Dependent on staff turnover.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	90,521	3.04	89,364	3.00	91,464	3.00	91,464	3.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	22,272	1.00	0	0.00	0	0.00
ACCOUNTING ANAL III	40,097	1.00	40,080	1.00	41,676	1.00	41,676	1.00
BUDGET & PLNG ANAL I	29,757	0.93	0	0.00	0	0.00	0	0.00
BUDGET & PLNG ANAL II	227,860	6.17	292,000	6.00	296,796	8.00	296,796	7.00
BUDGET & PLNG SR ANAL	154,646	3.18	230,750	5.00	256,051	4.00	256,051	4.00
ECONOMIST (OA/REVENUE)	93,901	1.98	96,600	2.00	98,640	2.00	98,640	2.00
STATE DEMOGRAPHER	64,786	1.00	64,836	1.00	64,836	1.00	64,836	1.00
EXECUTIVE I	35,419	1.07	33,180	1.00	34,416	1.00	34,416	1.00
PLANNER IV	53,847	0.93	58,260	1.00	58,260	1.00	58,260	1.00
FISCAL & ADMINISTRATIVE MGR B2	55,308	1.04	118,269	2.00	117,924	2.00	117,924	2.00
FISCAL & ADMINISTRATIVE MGR B3	356,028	5.28	333,672	5.00	355,352	5.00	355,352	5.00
DEPUTY STATE DEPT DIRECTOR	44,103	0.48	92,040	1.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	952	0.02	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	30,000	0.33	0	0.00	92,064	1.00	92,064	1.00
DESIGNATED PRINCIPAL ASST DIV	79,630	1.91	41,088	1.00	42,732	1.00	42,732	1.00
MISCELLANEOUS PROFESSIONAL	2,134	0.07	4,788	0.00	4,800	0.00	4,800	0.00
<b>TOTAL - PS</b>	<b>1,358,989</b>	<b>28.43</b>	<b>1,517,199</b>	<b>30.00</b>	<b>1,555,011</b>	<b>30.00</b>	<b>1,555,011</b>	<b>29.00</b>
TRAVEL, IN-STATE	35	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	500	0.00	2,500	0.00	2,500	0.00
SUPPLIES	18,776	0.00	20,379	0.00	22,000	0.00	22,000	0.00
PROFESSIONAL DEVELOPMENT	21,308	0.00	21,000	0.00	24,000	0.00	24,000	0.00
COMMUNICATION SERV & SUPP	10,957	0.00	12,600	0.00	12,735	0.00	12,735	0.00
PROFESSIONAL SERVICES	13,048	0.00	23,122	0.00	11,794	0.00	11,794	0.00
M&R SERVICES	350	0.00	8,097	0.00	1,000	0.00	1,000	0.00
COMPUTER EQUIPMENT	28,658	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	1,909	0.00	2,666	0.00	3,000	0.00	3,000	0.00
OTHER EQUIPMENT	0	0.00	100	0.00	100	0.00	100	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	100	0.00	100	0.00	100	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BUDGET &amp; PLANNING - OPER</b>								
<b>CORE</b>								
MISCELLANEOUS EXPENSES	6,399	0.00	0	0.00	7,864	0.00	7,864	0.00
TOTAL - EE	101,440	0.00	89,564	0.00	86,093	0.00	86,093	0.00
<b>GRAND TOTAL</b>	<b>\$1,460,429</b>	<b>28.43</b>	<b>\$1,606,763</b>	<b>30.00</b>	<b>\$1,641,104</b>	<b>30.00</b>	<b>\$1,641,104</b>	<b>29.00</b>
GENERAL REVENUE	\$1,460,429	28.43	\$1,606,763	30.00	\$1,641,104	30.00	\$1,641,104	29.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** B&P Operations  
**Program is found in the following core budget(s):** Division of Budget and Planning

**1. What does this program do?**

The division analyzes budget policy issues and provides fiscal information to the commissioner, the Governor's office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. The division manages the automated state budget system. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, review legislation with budget implications, and draft fiscal notes. The division coordinates legislative reviews for the executive branch. The division reviews federal issues and their impact on Missouri.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 33, RSMo.

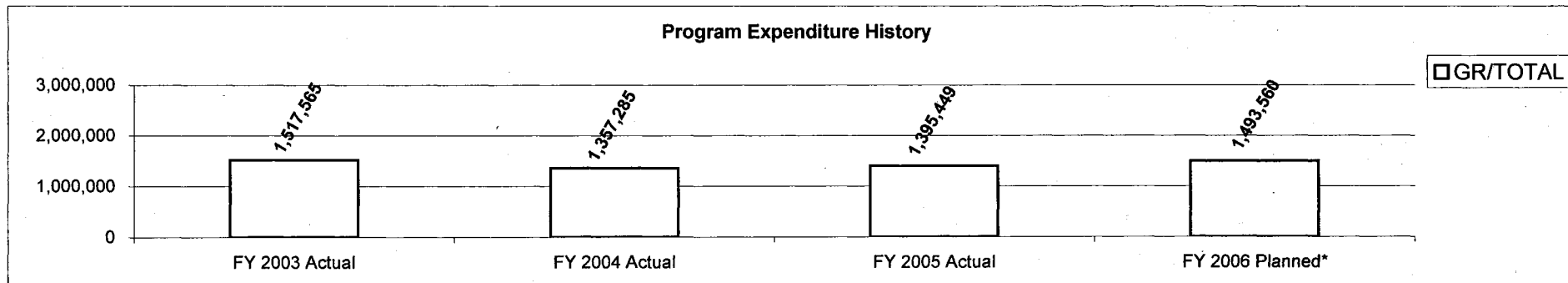
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



\* Note - Includes core transfer in of \$89,343 and 2 FTE from OA Commissioner's Office with additional responsibilities.

**6. What are the sources of the "Other " funds?**

N/A

# PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** B&P Operations  
**Program is found in the following core budget(s):** Division of Budget and Planning

## 7a. Provide an effectiveness measure.

N/A

## 7b. Provide an efficiency measure.

Ratio of Budget Staff to Operating Budget and Budget \$ Per Budget Analyst  
*Numbers from 2005 phone/e-mail/web survey of surrounding states*

State	Number of Analysts	Operating Budget	Billions \$ Per Analyst
Tennessee	20	\$11.60	\$0.58
Oklahoma*	10	\$5.90	\$0.59
Kansas	14	\$10.56	\$0.75
Nebraska	8	\$6.53	\$0.82
Arkansas	17	\$16.50	\$0.97
Illinois*	35	\$43.56	\$1.24
Iowa	11	\$14.10	\$1.28
Kentucky	14	\$20.20	\$1.44
Missouri	12	\$19.20	\$1.60

\* Note - Oklahoma and Illinois number of analysts are from 2004 information.

## 7c. Provide the number of clients/individuals served, if applicable.

	FY 03 Proj.	Actual	FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	FY 07 Target	FY 08 Target
# of Budget & Financial System Documents Reviewed	N/A	77,657	78,000	76,993	78,000	74,820	75,000	75,000	75,000
# of Fiscal Notes Reviewed	600	613	600	846	800	559	600	600	600

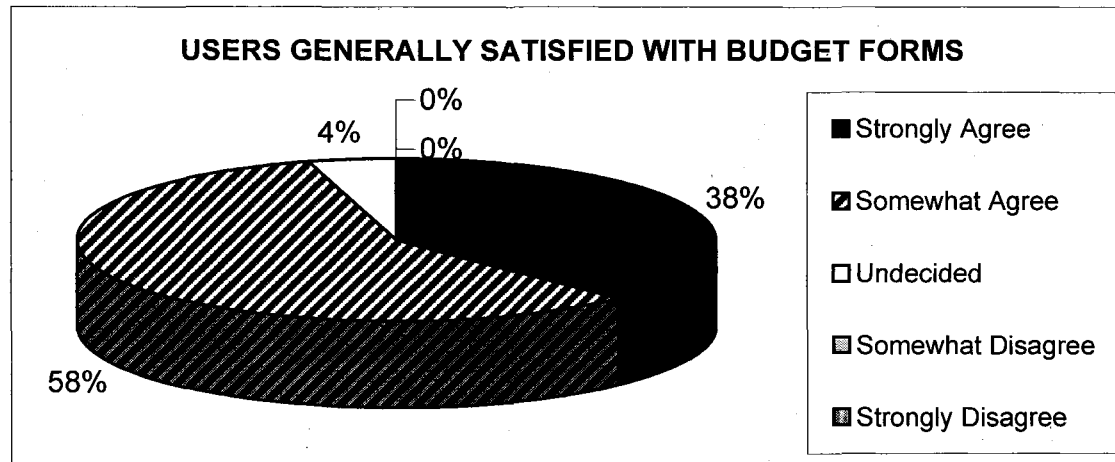
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** B&P Operations  
**Program is found in the following core budget(s):** Division of Budget and Planning

7d. Provide a customer satisfaction measure, if available.

	FY 03 Proj.	Actual	FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	FY 07 Target	FY 08 Target
Percentage of Users Generally Satisfied with Budget Forms	N/A	N/A	N/A	38%	46%	96%	96%	96%	96%

(FY04 was the baseline for this new measure that will be surveyed annually. New forms were first used in FY05)



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Demography & Reapportionment Support  
**Program is found in the following core budget(s):** Budget and Planning Operating

**1. What does this program do?**

OA Budget and Planning is the designated state demographic agency and has statutory demographic and reapportionment duties.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.130, RSMo, provides that the demographic unit in the Office of Administration "...shall be responsible for the coordination and preparation of all official population estimates and projections required by state agencies, commissions and local governmental units. In addition the unit shall provide requested assistance in all reapportionment matters." Section 37.135, RSMo, specifies the "...duty to take the necessary steps to contract with the federal government and pay within the limits of moneys appropriated for that purpose any sums of money required to have the federal census taken on a precinct-by-precinct basis. " Article III, Sections 2, 5, 7, and 10 of the Missouri Constitution provide for the reapportionment of state house and senate districts by two bipartisan state apportionment commissions appointed by the governor following the decennial census.

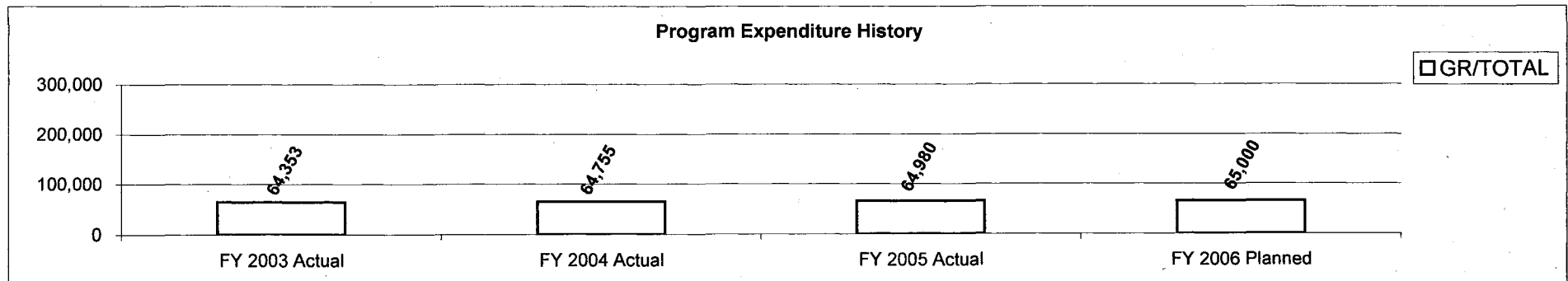
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration																												
<b>Program Name</b>	Demography & Reapportionment Support																												
<b>Program is found in the following core budget(s):</b> Budget and Planning Operating																													
<p><b>7a. Provide an effectiveness measure.</b></p> <p style="margin-left: 40px;">N/A</p> <p><b>7b. Provide an efficiency measure.</b></p> <p style="margin-left: 40px;">N/A</p> <p><b>7c. Provide the number of clients/individuals served, if applicable.</b></p> <table style="width: 100%; margin-top: 10px;"> <thead> <tr> <th></th> <th style="text-align: center;">FY 03 Proj.</th> <th style="text-align: center;">Actual</th> <th style="text-align: center;">FY 04 Proj.</th> <th style="text-align: center;">Actual</th> <th style="text-align: center;">FY 05 Proj.</th> <th style="text-align: center;">Actual</th> <th style="text-align: center;">FY 06 Proj.</th> <th style="text-align: center;">FY 07 Target</th> <th style="text-align: center;">FY 08 Target</th> </tr> </thead> <tbody> <tr> <td># of Demographic Data Requests</td> <td style="text-align: center;">NA</td> <td style="text-align: center;">725</td> <td style="text-align: center;">NA</td> <td style="text-align: center;">661</td> <td style="text-align: center;">700</td> <td style="text-align: center;">588</td> <td style="text-align: center;">600</td> <td style="text-align: center;">600</td> <td style="text-align: center;">600</td> </tr> </tbody> </table> <p><b>7d. Provide a customer satisfaction measure, if available.</b></p> <p style="margin-left: 40px;">N/A</p>											FY 03 Proj.	Actual	FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	FY 07 Target	FY 08 Target	# of Demographic Data Requests	NA	725	NA	661	700	588	600	600	600
	FY 03 Proj.	Actual	FY 04 Proj.	Actual	FY 05 Proj.	Actual	FY 06 Proj.	FY 07 Target	FY 08 Target																				
# of Demographic Data Requests	NA	725	NA	661	700	588	600	600	600																				



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>TAX EXPENDITURE BUDGET</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
<b>GENERAL REVENUE</b>									
TOTAL - EE		15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00
TOTAL		15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00
GRAND TOTAL		\$15,000	0.00	\$15,495	0.00	\$15,495	0.00	\$15,495	0.00

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30550
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Tax Expenditure Report		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	15,495	0	0	15,495
PSD	0	0	0	0
<b>Total</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	15,495	0	0	15,495
PSD	0	0	0	0
<b>Total</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Section 33.282, RSMo, directs the Office of Administration, subject to appropriation, to develop a tax expenditure budget for submission to the General Assembly. The tax expenditure budget must indicate the reduction in revenue collections for each fiscal year as a result of each deduction, exemption, credit or other tax preference as authorized by law, and must indicate, where appropriate, the tax source of each state-funded program. The requested funds will be used to contract with a third party for update of a tax expenditure budget. The tax expenditure budget will provide the information necessary to allow decision makers to allocate Missouri's resources in the most effective and efficient manner.

## 3. PROGRAM LISTING (list programs included in this core funding)

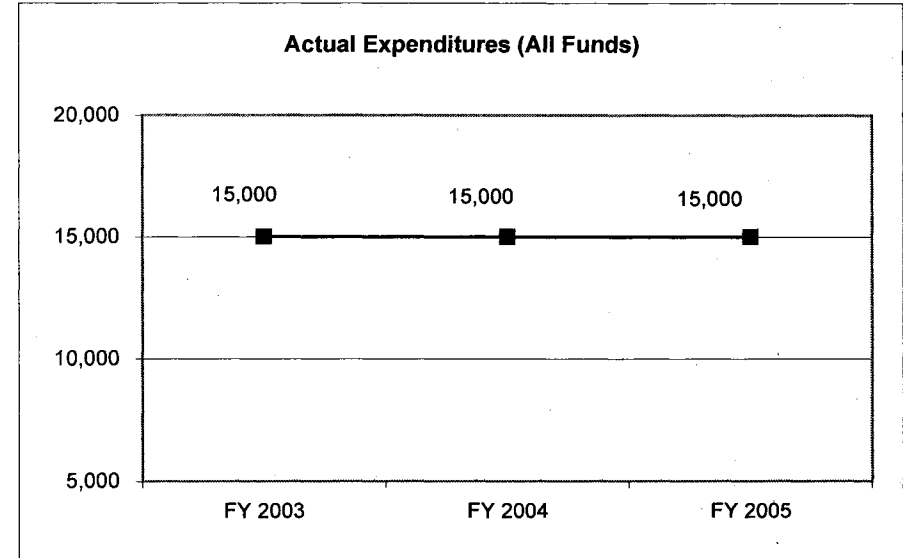
N/A

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30550
<b>Division</b>	Budget & Planning		
<b>Core -</b>	Tax Expenditure Report		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	16,500	15,495	15,495	15,495
Less Reverted (All Funds)	(1,500)	(465)	(465)	N/A
Budget Authority (All Funds)	15,000	15,030	15,030	N/A
Actual Expenditures (All Funds)	15,000	15,000	15,000	N/A
Unexpended (All Funds)	0	30	30	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**

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**TAX EXPENDITURE BUDGET**

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**5. CORE RECONCILIATION**

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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<hr/>							
<b>TAFP AFTER VETOES</b>							
	EE	0.00	15,495	0	0	15,495	
	<b>Total</b>	<b>0.00</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>	
<hr/>							
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	15,495	0	0	15,495	
	<b>Total</b>	<b>0.00</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>	
<hr/>							
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	15,495	0	0	15,495	
	<b>Total</b>	<b>0.00</b>	<b>15,495</b>	<b>0</b>	<b>0</b>	<b>15,495</b>	
<hr/>							

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
TAX EXPENDITURE BUDGET								
CORE								
PROFESSIONAL SERVICES	15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00
TOTAL - EE	15,000	0.00	15,495	0.00	15,495	0.00	15,495	0.00
GRAND TOTAL	\$15,000	0.00	\$15,495	0.00	\$15,495	0.00	\$15,495	0.00
GENERAL REVENUE	\$15,000	0.00	\$15,495	0.00	\$15,495	0.00	\$15,495	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>SPECIALIZED RESEARCH</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
OA-FEDERAL AND OTHER	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
TOTAL - EE	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
TOTAL	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
GRAND TOTAL	\$0	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00	

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30590
<b>Division</b>	Budget & Planning		
<b>Core</b>	Specialized Research		

**1. CORE FINANCIAL SUMMARY**

	FY 2007 Budget Request					FY 2007 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	50,000	0	50,000	EE	0	50,000	0	50,000
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0	<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:	OA Federal and Other (0135)	Other Funds:	OA Federal and Other (0135)
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**2. CORE DESCRIPTION**

Ongoing appropriation authority is needed to enable the Division of Budget and Planning to receive federal resources for policy research, if such resources become available. If federal resources become available, this appropriation will allow the Division of Budget and Planning to conduct research in policy areas of statewide concern. In Fiscal Years 2000 and 2001 the appropriation was used for Missouri's participation in the Census 2000 Demographic Full-Count Review program, funded by the U.S. Census Bureau.

**3. PROGRAM LISTING (list programs included in this core funding)**

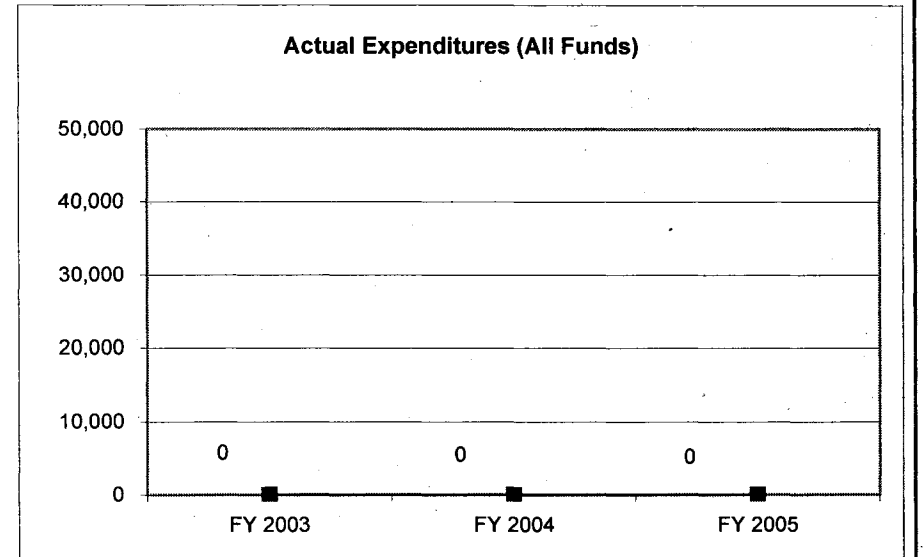
N/A

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30590</u>
<b>Division</b>	Budget & Planning		
<b>Core</b>	Specialized Research		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	50,000	50,000	50,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	50,000	50,000	50,000	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

The last time funds were expended was in Fiscal Year 2001 (\$24,027)



# CORE RECONCILIATION

OFFICE OF ADMINISTRATION

SPECIALIZED RESEARCH

## 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	50,000	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	50,000	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	50,000	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SPECIALIZED RESEARCH</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL - EE	0	0.00	50,000	0.00	50,000	0.00	50,000	0.00
GRAND TOTAL	\$0	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MAXIMIZE REVENUES</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	0	0.00	1	0.00	1	0.00	1	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	32460
<b>Division</b>	Budget and Planning		
<b>Core</b>	Revenue Maximization Project		

## 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	1	0	0	1 E	EE	1	0	0	1 E
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

## 2. CORE DESCRIPTION

Contracts have been awarded in the past to assist the State of Missouri in identifying potential changes to federal statutes, regulations and/or policies that will maximize federal reimbursement to the State; to assist in furthering the federal adoption of potential changes to federal statutes, regulations and/or policies identified; and to develop and assist in implementing federal and nonfederal cost savings and cost containment concepts. Departments have been instructed, beginning in FY 2007, to request any contract projects through an appropriation in their budget. This appropriation in OA is being requested to cover any unanticipated department contracting needs. This appropriation will no longer exist in OA's budget after FY 2007.

Contractors submit total, guaranteed not to exceed pricing for each of the projects based upon the hourly rates in the contract. The contract also allows the contractors to submit alternative pricing which can be contingency fee based; however, the contracts do not stipulate the specific contingency fee which will be determined in each work plan request. Work plans and projects are continually being determined; therefore, \$1E general revenue is being requested.

## 3. PROGRAM LISTING (list programs included in this core funding)

**CORE DECISION ITEM**

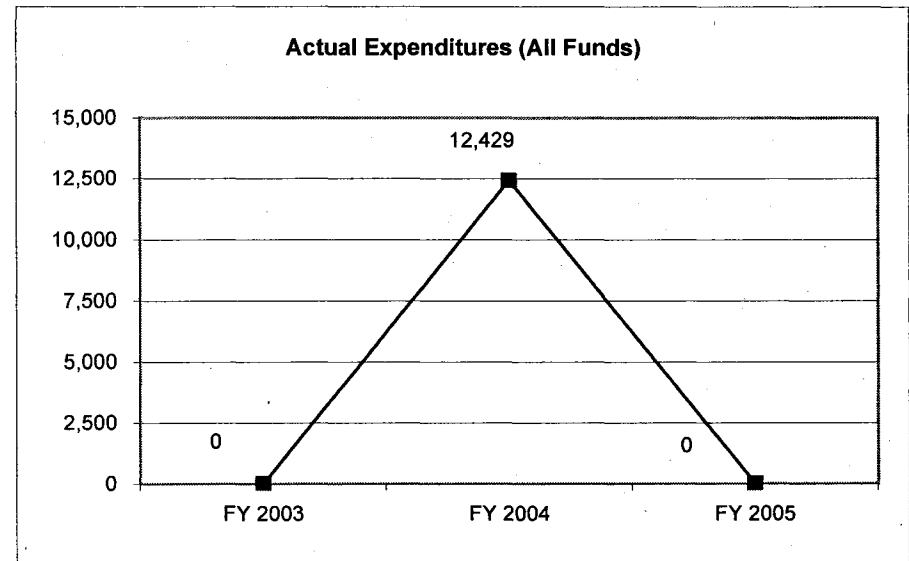
**Department** Office of Administration  
**Division** Budget and Planning  
**Core** Revenue Maximization Project

**Budget Unit** 32460

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	1	12,431	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	12,431	1	N/A
Actual Expenditures (All Funds)	0	12,429	0	N/A
Unexpended (All Funds)	1	2	1	N/A
Unexpended, by Fund:				
General Revenue	1	2	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**Notes: (1) Estimated appropriation increased \$12,430.**

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**MAXIMIZE REVENUES**

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**5. CORE RECONCILIATION**

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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<hr/>							
<b>TAFP AFTER VETOES</b>	EE	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
	<hr/>						
<b>DEPARTMENT CORE REQUEST</b>	EE	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
	<hr/>						
<b>GOVERNOR'S RECOMMENDED CORE</b>	EE	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
	<hr/>						

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MAXIMIZE REVENUES</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INFORMATION TECH SRV DIV-OPER</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	2,135,292	50.37	2,843,862	64.40	2,761,462	62.40	2,738,123	61.50
OA-FEDERAL AND OTHER	0	0.00	278,136	5.00	278,136	5.00	161,441	0.50
DNR COST ALLOCATION	0	0.00	1	0.00	1	0.00	1	0.00
STATE FACILITY MAINT & OPERAT	0	0.00	78,576	2.00	78,576	2.00	78,576	2.00
OA REVOLVING ADMINISTRATIVE TR	4,871,062	113.67	6,024,279	134.75	6,134,991	133.75	6,004,600	128.25
TOTAL - PS	7,006,354	164.04	9,224,854	206.15	9,253,166	203.15	8,982,741	192.25
EXPENSE & EQUIPMENT								
GENERAL REVENUE	3,786,333	0.00	4,175,322	0.00	4,432,178	0.00	4,211,435	0.00
OA-FEDERAL AND OTHER	0	0.00	11,329,985	0.00	4,861,811	0.00	4,861,811	0.00
ASSISTIVE TECHNOLOGY FEDERAL	0	0.00	2,000	0.00	0	0.00	0	0.00
FACILITIES MAINTENANCE RESERVE	0	0.00	200	0.00	0	0.00	0	0.00
FEDERAL SURPLUS PROPERTY	0	0.00	11,000	0.00	12,636	0.00	12,636	0.00
DNR COST ALLOCATION	0	0.00	1	0.00	1	0.00	1	0.00
STATE FACILITY MAINT & OPERAT	0	0.00	53,708	0.00	143,987	0.00	143,987	0.00
OA REVOLVING ADMINISTRATIVE TR	17,895,966	0.00	22,912,575	0.00	22,899,533	0.00	22,899,533	0.00
DEAF RELAY SER & EQ DIST PRGM	0	0.00	13,000	0.00	0	0.00	0	0.00
CHILDREN'S TRUST	0	0.00	1,039	0.00	1,099	0.00	1,099	0.00
TOTAL - EE	21,682,299	0.00	38,498,830	0.00	32,351,245	0.00	32,130,502	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	55,542	0.00	144,250	0.00	144,250	0.00	144,250	0.00
TOTAL - PD	55,542	0.00	144,250	0.00	144,250	0.00	144,250	0.00
<b>TOTAL</b>	<b>28,744,195</b>	<b>164.04</b>	<b>47,867,934</b>	<b>206.15</b>	<b>41,748,661</b>	<b>203.15</b>	<b>41,257,493</b>	<b>192.25</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	109,524	0.00
OA-FEDERAL AND OTHER	0	0.00	0	0.00	0	0.00	6,458	0.00
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	0	0.00	3,143	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INFORMATION TECH SRV DIV-OPER								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	240,181	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	359,306	0.00
TOTAL	0	0.00	0	0.00	0	0.00	359,306	0.00
GRAND TOTAL	\$28,744,195	164.04	\$47,867,934	206.15	\$41,748,661	203.15	\$41,616,799	192.25

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30610
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Operating Core		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	2,761,462	278,136	6,213,568	9,253,166
EE	4,432,178	4,861,811	23,057,256	32,351,245
PSD	0	0	144,250	144,250
<b>Total</b>	<b>7,193,640</b>	<b>5,139,947</b>	<b>29,415,074</b>	<b>41,748,661</b>

FTE	62.40	5.00	135.75	203.15
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<b>Est. Fringe</b>	1,350,079	135,981	3,037,813	4,523,873
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	2,738,123	161,441	6,083,177	8,982,741
EE	4,211,435	4,861,811	23,057,256	32,130,502
PSD	0	0	144,250	144,250
<b>Total</b>	<b>6,949,558</b>	<b>5,023,252</b>	<b>29,284,683</b>	<b>41,257,493</b>

FTE	61.50	0.50	130.25	192.25
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<b>Est. Fringe</b>	1,338,668	78,929	2,974,065	4,391,662
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

## 2. CORE DESCRIPTION

Governor Blunt ordered in FY06 that management of state information technology resources be consolidated under the Office of Administration. For Fiscal Year 2006, the Office of Information Technology, along with the funding for information technology staff and computer equipment from various OA divisions, were reallocated from Assigned Programs into the Division of Information Services. These resources will be under the direct control of the state's Chief Information Officer, who will assess the information technology staffing and equipment requirements for each department. This should result in a better, more coordinated use of state resources.

This decision item is the FY07 Core request for the Office of Administration, newly expanded Information Technology Services Division (ITSD). The Core request contains the operating funds for each of the division's sections including Technology Services, Systems and Programming, MOTEC and Finance and Administration. This Core Request also contains moneys formerly appropriated to the former Office of Information Technology, including various federal appropriations. Previous initiatives started by the former OIT office will continue as documented in the Program Descriptions for Justice Integration, Continuity of Operations / Continuity of Government (COOP/ COG). Justice Integration enables the sharing of critical information between police officers, court administrators, corrections officers, and other officials at the federal, state, and local levels. The new ITSD will work with the Missouri Homeland Security Office to aid agencies in ensuring the effectiveness of their Cyber Security and Continuity of Operations/ Government efforts.

## CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30610
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Operating Core		

The new Information Technology Services Division (ITSD) will continue with various programs/ functions as described below but will be restructuring in order to manage and implement new IT Consolidation initiatives. These IT Consolidation initiatives include network consolidation, Email and server consolidation efforts, and enabling MODOT fiber to help provide new Telecommunications infrastructure including Voice over Internet Protocol (VOIP). The new division will be monitoring agency IT budgets and shifting IT personnel in order to reduce costs in FY07. The new division will leverage consolidated IT budgets more in order to receive better pricing on equipment purchases and software pricing. These projects are multi - year projects, but in FY07 various IT budgets will begin consolidating under the Office of Administration. IT staff from the various Executive Branch departments will be moved to the Office of Administration . The transfer of these FTE's from the other departments and the transfer of the EE IT moneys are documented in a separate Core Decision Item under this division.

Currently, the major sections of ITSD include:

**1. Technology Services** – This section operates both the State Data Center and the Telecommunications network after a reorganization in FY02. The State Data Center provides mainframe computer processing services to the Office of Administration, Department of Revenue, Department of Social Services, Department of Health, Highway Patrol, Department of Natural Resources, and most state agencies. The State Data Center provides services to all departments and now represents the State's only mainframe data processing center after data center consolidation. Technology Services also provides low cost telecommunication services to all state agencies and to some colleges and universities. The section monitors and administers the State's telecommunications network. SDC and Telecommunication operations are funded through Revolving Fund appropriations and cost of operations are shared by all state agencies. State agencies are billed back for their usage based upon rates established in annual cost allocation plans.

**2. Systems and Programming** – This section provides system analysis and programming services to the Office of Administration and to all state agencies through SAM II maintenance and support. This section supports and maintains the SAM II, SAM II Data Warehouse, and BRASS systems and associated servers which are critical to the operations of all state departments. The unit also supports 16 other systems for the Office of Administration and supports the Statewide Internet web pages and servers. This section is mostly General Revenue funded. In FY06, this section also began desktop support and Email support for the Office of Administration after a reallocation of staff and resources from the OA Commissioner's Office as part of the IT consolidation effort.

**3. MOTEC** – The Missouri Technical Training and Education Center (MOTEC) is a statewide resource for technical training. MOTEC coordinates technical training for all state agency Information Technology organizations. This operation is funded by Revolving fund appropriation and agencies share the cost by billing the IT sections of each department based on usage and the number of IT staff in a department.

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30610
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Operating Core		

**4. Finance and Administration** – This section supports all the other DIS sections with accounting, budgeting, procurement, Revolving Administrative Trust Fund (RATF) billings, RATF accounts receivable administration, RATF cost allocation plans, RATF cash management planning, statewide switchboard services, office support and receptionist services. This section is partially General Revenue funded and partially Revolving fund.

ITSD strives to maintain acceptable levels of service, systems capacity, and availability for its customers. Customers (other state agencies) must have 24-hour support for its operations and must have adequate resources to meet peak and future growth requirements. The resources and services provided by DIS are critical to agency operations. Not funding this decision item would impair the division's ability to meet customer requirements and a disruption to agency critical operations. Critical operations include State Data Center and network operations, Internet access, Telecommunications, and support of SAM II functions such as statewide budgeting, payroll, personnel, and accounting processing. The division also provides Internet access and maintains Statewide Web pages which have become a key mechanism for the citizens of Missouri to access information about State government and to communicate and conduct business with State government agencies and elected officials.

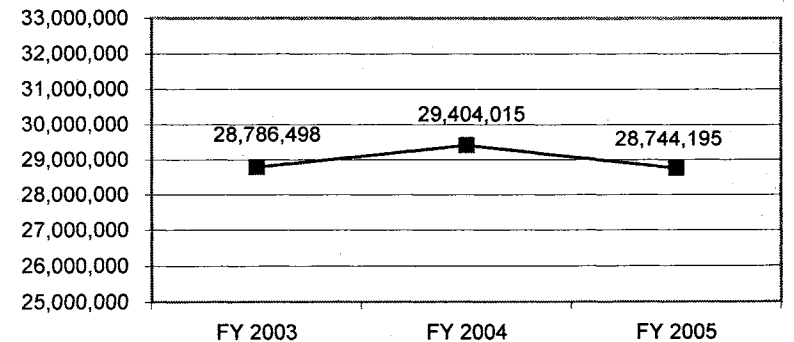
## 3. PROGRAM LISTING (list programs included in this core funding)

State Data Center (SDC)  
 Statewide and OA Applications Development and Support  
 Justice Integration  
 Continuity of Operations / Continuity of Government (COOP/COG)  
 Cyber Security  
 Geographic Information Systems

## 4. FINANCIAL HISTORY

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Current Yr.
Appropriation (All Funds)	41,687,849	40,346,189	40,134,736	47,867,934
Less Reverted (All Funds)	(2,394,478)	(201,555)	(592,310)	N/A
Budget Authority (All Funds)	39,293,371	40,144,634	39,542,426	N/A
Actual Expenditures (All Funds)	28,786,498	29,404,015	28,744,195	N/A
Unexpended (All Funds)	10,506,873	10,740,619	10,798,231	N/A
Unexpended, by Fund:				
General Revenue	92,326	1,104	55,171	N/A
Federal	0	0	0	N/A
Other	10,414,547	10,739,515	10,743,060	N/A

Actual Expenditures (All Funds)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30610
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	ITSD Operating Core		

**NOTES:**

Note #1- The FY03 Core was decreased due to a reallocation of CORE to the OA Commissioner's Office and OA divisions for \$1,121,810. The FY03 Core was also decreased by \$734,055 in General Revenue cuts. ( See GR Core Cut History below).

Note #2 - Special General Revenue withholdings in FY02 and FY03 occurred above the normal 3% along with a general hiring freeze. In FY02 the General Revenue Withholding was 19.4% for Core and 29.4% in FY03.

Note #3 - Additional withholding amount of \$362,237 was made in FY05.

Note #4 - GR Reductions for FY06 included \$81,396 PS and \$362,237 of EE. The RATF EE appropriation was reduced \$5M in FY06.

Division of Information Services Core Cut History - FY02 to FY06						
<b>General Revenue Only</b>						
FY	Fund	Personal	FTE	Expense +	FY Total	% Core Cut
		Services		Equipment	Cut by Fund	
2002	0101	\$ 25,000	Flex	\$ 204,106	\$ 229,106	2.7%
2003	0101	\$ 265,245	5 FTE and Flex	\$ 468,810	\$ 734,055	8.4%
2004	0101	\$ 469,569	14	\$ 1,046,343	\$ 1,515,912	18.45%
2005	0101	\$ -	0	\$ 211,679	\$ 211,679	3.15%
2006	0101	\$ 81,396	1	\$ 362,237	\$ 443,633	6.75%
<b>Totals</b>	0101	\$ 841,210	20	\$ 2,293,175	\$ 3,134,385	
<b>Revolving Fund</b>						
2005	0505	\$ 214,154	6.75	\$ -	\$ 214,154	less than 1%
2006	0505	\$ -		\$ 5,000,000	\$ 5,000,000	17.94%

## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION INFORMATION TECH SRV DIV-OPER

#### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	206.15	2,843,862	278,136	6,102,856	9,224,854	
		EE	0.00	4,175,322	11,331,985	22,991,523	38,498,830	
		PD	0.00	0	0	144,250	144,250	
		<b>Total</b>	<b>206.15</b>	<b>7,019,184</b>	<b>11,610,121</b>	<b>29,238,629</b>	<b>47,867,934</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer In	[#950]	EE	0.00	368	0	0	368	IT expenses from Workers' Compensation to continue consolidation efforts.
1x Expenditures	[#1508]	EE	0.00	0	(6,468,174)	0	(6,468,174)	Justice Integration federal funds.
Transfer Out	[#3041]	EE	0.00	0	0	(6,627)	(6,627)	To FM, D&C HB 13 for consolidation of fuel, utility, and janitorial service payments.
Core Reallocation	[#462]	PS	0.00	0	0	150,000	150,000	Overtime to core.
Core Reallocation	[#817]	PS	(3.00)	(82,400)	0	(39,288)	(121,688)	Consolidation adjustment--non-IT returned to Purchasing & Materials Mgmt and General Services
Core Reallocation	[#943]	EE	0.00	256,488	1,062	85,560	343,110	IT expenses from various divisions and programs to continue consolidation efforts.
Core Reallocation	[#1672]	EE	0.00	0	0	(200)	(200)	Consolidation adjustment--non-IT returned to Facilities Management, Design & Construction
Core Reallocation	[#2756]	EE	0.00	0	(3,062)	(13,000)	(16,062)	To the Department of Elementary and Secondary Education's IT Consolidation appropriations (Missouri Assistive Technology transferred to DESE).
<b>NET DEPARTMENT CHANGES</b>			<b>(3.00)</b>	<b>174,456</b>	<b>(6,470,174)</b>	<b>176,445</b>	<b>(6,119,273)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	203.15	2,761,462	278,136	6,213,568	9,253,166	
		EE	0.00	4,432,178	4,861,811	23,057,256	32,351,245	

# CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
INFORMATION TECH SRV DIV-OPER

## 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
DEPARTMENT CORE REQUEST								
		PD	0.00	0	0	144,250	144,250	
		<b>Total</b>	<b>203.15</b>	<b>7,193,640</b>	<b>5,139,947</b>	<b>29,415,074</b>	<b>41,748,661</b>	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	[#3635]	PS	(10.90)	(23,339)	(116,695)	(130,391)	(270,425)	Governor Reduction.
Core Reduction	[#3635]	EE	0.00	(220,743)	0	0	(220,743)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>			<b>(10.90)</b>	<b>(244,082)</b>	<b>(116,695)</b>	<b>(130,391)</b>	<b>(491,168)</b>	
GOVERNOR'S RECOMMENDED CORE								
		PS	192.25	2,738,123	161,441	6,083,177	8,982,741	
		EE	0.00	4,211,435	4,861,811	23,057,256	32,130,502	
		PD	0.00	0	0	144,250	144,250	
		<b>Total</b>	<b>192.25</b>	<b>6,949,558</b>	<b>5,023,252</b>	<b>29,284,683</b>	<b>41,257,493</b>	



# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30610	<b>DEPARTMENT:</b> Office Of Administration
<b>BUDGET UNIT NAME:</b> Information Technology Services Division	<b>DIVISION:</b> Information Technology Services Division

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

It is requested that 20% of both the GR and RATF operating appropriations be designated as Flexible PS/EE.

This type of flexibility enables the division to manage through any special additional withholdings during the fiscal year reducing immediate layoffs scenarios and impacts if savings can be obtained in expense and equipment areas. It is critical to the Division to retain key technical staff that continue to Optimize the SAM II systems and to maintain SDC technical support so that EE operating costs are contained and managed. Another possible scenario is that certain software or equipment, or contracted services may be needed that may decrease the need for personal services. The PS/EE Flexibility provides some tools for the Division to manage through tight fiscal situations with the least disruption of key services.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
ITSD - GR and RATF	PS	\$9,253,166	20%	\$1,850,633		PS	\$8,982,741	20%	\$1,796,548
ITSD - GR and RATF	E&E	<u>\$32,495,495</u>	<u>20%</u>	<u>\$6,499,099</u>		E&E	<u>\$32,274,752</u>	<u>20%</u>	<u>\$6,454,950</u>
<i>Total Request</i>		\$41,748,661	20%	\$8,349,732	<i>Total Gov. Rec.</i>		\$41,257,493	20%	\$8,251,499

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30610	<b>DEPARTMENT:</b> Office Of Administration
<b>BUDGET UNIT NAME:</b> Information Technology Services Division	<b>DIVISION:</b> Information Technology Services Division

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None was used in FY04. There had been discussion to start using the Flexibility in FY04 but then the additional reserves were released.	Dependent on any additional PS withholding for FY06.	Dependent on any additional PS withholding for FY07.

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Yes, approved. None used to date.	Yes-20% approved in FY06. Use depends on any additional PS withholdings.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INFORMATION TECH SRV DIV-OPER								
CORE								
SR OFC SUPPORT ASST (CLERICAL)	121,639	4.93	124,032	5.00	124,032	5.00	124,032	5.00
ADMIN OFFICE SUPPORT ASSISTANT	144,889	4.99	173,484	6.00	148,824	5.00	148,824	5.00
OFFICE SUPPORT ASST (KEYBRD)	22,684	1.00	24,054	1.00	33,482	1.40	33,482	1.40
SR OFC SUPPORT ASST (KEYBRD)	73,802	3.00	76,752	3.00	76,752	3.00	76,752	3.00
EDP SCHEDULER	4,626	0.17	29,454	1.00	29,454	1.00	29,454	1.00
COMPUTER OPER TRNE	72,504	3.68	63,384	3.00	112,992	5.00	0	0.00
COMPUTER OPER I	54,776	2.37	123,716	5.00	51,401	2.00	51,401	2.00
COMPUTER OPER II	258,031	9.47	289,876	10.00	270,890	9.00	270,890	9.00
COMPUTER OPER III	139,620	4.01	240,036	7.00	176,867	5.00	176,867	5.00
COMPUTER OPERATIONS SPV I	192,444	4.90	222,297	5.50	222,297	5.50	222,297	5.50
MGR OF DP OPERATIONS	54,634	1.00	54,684	1.00	54,684	1.00	54,684	1.00
COMPUTER INFO TECH TRAINEE	173,471	5.42	204,772	6.00	230,837	7.00	207,498	6.10
COMPUTER INFO TECHNOLOGIST I	110,920	3.29	315,323	8.50	233,924	6.50	233,924	6.50
COMPUTER INFO TECHNOLOGIST II	364,051	9.54	431,302	11.00	431,302	11.00	431,302	11.00
COMPUTER INFO TECHNOLOGIST III	621,975	14.94	891,576	20.00	775,643	17.00	775,643	17.00
COMPUTER INFO TECH SUPV I	45,334	1.00	45,384	1.00	45,384	1.00	45,384	1.00
COMPUTER INFO TECH SUPV II	292,425	5.04	319,775	5.25	319,775	5.25	319,775	5.25
COMPUTER INFO TECH SPEC I	1,527,651	31.11	1,821,203	36.00	2,067,941	41.00	2,067,941	41.00
COMPUTER INFO TECH SPEC II	812,016	14.56	1,101,440	18.00	1,181,232	19.00	1,134,554	17.20
COMPUTER INFO TECH SPEC III	193,622	3.05	316,125	5.00	316,125	5.00	316,125	5.00
SECT MGR DIV OF INFO SVCS	285,748	4.00	285,948	4.00	285,948	4.00	285,948	4.00
COMP INFO TECHNOLOGY MGR I	384,996	6.00	455,788	7.00	464,321	7.00	464,321	7.00
ACCOUNT CLERK II	91,948	4.00	104,378	4.00	95,180	4.00	95,180	4.00
ACCOUNTANT I	26,758	1.00	32,004	1.00	32,004	1.00	32,004	1.00
ACCOUNTANT III	37,762	1.00	38,946	1.00	82,146	2.00	82,146	2.00
ACCOUNTING ANAL III	54,634	1.00	54,684	1.00	54,684	1.00	54,684	1.00
PERSONNEL ANAL III	0	0.00	40,080	1.00	40,080	1.00	40,080	1.00
EXECUTIVE I	33,130	1.00	65,760	2.00	65,760	2.00	65,760	2.00
TELECOMMUN ANAL I	136,820	4.41	158,653	5.00	158,653	5.00	158,653	5.00
TELECOMMUN ANAL II	32,530	1.00	66,106	2.00	66,106	2.00	66,106	2.00
TELECOMMUN ANAL III	179,442	4.00	188,447	4.00	188,447	4.00	188,447	4.00
TELECOMMUN ANAL IV	195,304	4.00	195,504	4.00	195,504	4.00	195,504	4.00

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>INFORMATION TECH SRV DIV-OPER</b>								
<b>CORE</b>								
GEOGRAPHIC INFO SYS ANALYST	0	0.00	44,508	1.00	44,508	1.00	21,169	0.10
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	52,452	1.00	52,452	1.00	29,113	0.10
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	62,112	1.00	62,112	1.00	38,773	0.10
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	43,584	1.00	43,584	1.00	43,584	1.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	71,200	1.00	71,200	1.00	71,200	1.00
OFFICE OF ADMINISTRATION MGR 2	108,127	2.00	166,860	3.00	166,860	3.00	166,860	3.00
DESIGNATED PRINCIPAL ASST DEPT	5,301	0.10	109,343	1.00	109,343	1.00	109,343	1.00
DIVISION DIRECTOR	52,880	0.65	0	0.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	26,781	0.73	36,804	1.00	0	0.00	0	0.00
MISCELLANEOUS TECHNICAL	19,307	0.71	29,987	0.90	17,399	0.50	0	0.00
MISCELLANEOUS PROFESSIONAL	53,772	0.97	53,036	1.00	53,036	1.00	53,036	1.00
OTHER	0	0.00	1	0.00	1	0.00	1	0.00
<b>TOTAL - PS</b>	<b>7,006,354</b>	<b>164.04</b>	<b>9,224,854</b>	<b>206.15</b>	<b>9,253,166</b>	<b>203.15</b>	<b>8,982,741</b>	<b>192.25</b>
TRAVEL, IN-STATE	7,921	0.00	34,545	0.00	33,395	0.00	33,395	0.00
TRAVEL, OUT-OF-STATE	29,710	0.00	65,906	0.00	55,906	0.00	55,906	0.00
FUEL & UTILITIES	2,198	0.00	5,640	0.00	0	0.00	0	0.00
SUPPLIES	681,740	0.00	595,022	0.00	712,130	0.00	712,130	0.00
PROFESSIONAL DEVELOPMENT	124,686	0.00	243,610	0.00	242,272	0.00	242,272	0.00
COMMUNICATION SERV & SUPP	300,984	0.00	370,218	0.00	357,949	0.00	357,949	0.00
PROFESSIONAL SERVICES	2,898,116	0.00	13,079,990	0.00	7,454,191	0.00	7,233,448	0.00
JANITORIAL SERVICES	2,648	0.00	5,064	0.00	0	0.00	0	0.00
M&R SERVICES	4,341,018	0.00	6,965,407	0.00	6,677,842	0.00	6,677,842	0.00
COMPUTER EQUIPMENT	1,448,652	0.00	3,401,006	0.00	3,400,617	0.00	3,400,617	0.00
OFFICE EQUIPMENT	10,504	0.00	40,299	0.00	40,099	0.00	40,099	0.00
OTHER EQUIPMENT	83,579	0.00	850	0.00	80,850	0.00	80,850	0.00
PROPERTY & IMPROVEMENTS	193,040	0.00	250	0.00	250	0.00	250	0.00
REAL PROPERTY RENTALS & LEASES	10,000	0.00	10,000	0.00	10,000	0.00	10,000	0.00
EQUIPMENT RENTALS & LEASES	9,353,242	0.00	11,851,584	0.00	11,843,119	0.00	11,843,119	0.00
MISCELLANEOUS EXPENSES	24,466	0.00	2,000	0.00	17,625	0.00	17,625	0.00
REBILLABLE EXPENSES	2,169,795	0.00	1,827,439	0.00	1,425,000	0.00	1,425,000	0.00
<b>TOTAL - EE</b>	<b>21,682,299</b>	<b>0.00</b>	<b>38,498,830</b>	<b>0.00</b>	<b>32,351,245</b>	<b>0.00</b>	<b>32,130,502</b>	<b>0.00</b>
DEBT SERVICE	55,542	0.00	144,000	0.00	144,000	0.00	144,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INFORMATION TECH SRV DIV-OPER								
CORE								
REFUNDS	0	0.00	250	0.00	250	0.00	250	0.00
TOTAL - PD	55,542	0.00	144,250	0.00	144,250	0.00	144,250	0.00
GRAND TOTAL	\$28,744,195	164.04	\$47,867,934	206.15	\$41,748,661	203.15	\$41,257,493	192.25
GENERAL REVENUE	\$5,921,625	50.37	\$7,019,184	64.40	\$7,193,640	62.40	\$6,949,558	61.50
FEDERAL FUNDS	\$0	0.00	\$11,610,121	5.00	\$5,139,947	5.00	\$5,023,252	0.50
OTHER FUNDS	\$22,822,570	113.67	\$29,238,629	136.75	\$29,415,074	135.75	\$29,284,683	130.25

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	State Data Center (SDC)
<b>Program is found in the following core budget(s):</b> Information Technology Services - Operating	

**1. What does this program do?**

The SDC was initially established in 1977 by consolidating the Department of Revenue and Office of Administration computer centers. As part of the COMAP initiatives, the computer centers from the Highway Patrol, Social Services, and DOLIR were consolidated into the SDC. Savings are realized by the State through consolidating technical and operations personnel to maintain 24 hour services, as well as, reducing hardware and software costs by sharing these capital expenditures. The SDC now represents the State's only 24 hour by 7 day a week mainframe data center. The SDC provides a number of mission-critical services to agencies, including CPU processing and storage for applications, such as MULES for the Highway Patrol, SAM II for the Office of Administration, MACSS and FAMIS for Social Services and various tax systems for the Department of Revenue.

The SDC also houses the Internet access point for all state agencies and runs a firewall and DMZ complex to protect the network from cyber attacks. The core network, which allows all state agencies to exchange email and data, is also the responsibility of this unit.

Agencies are billed by the Information Technology Services Division at rates developed through a Cost Allocation Plan, based upon agency usage of the services. The services are billed to agencies and then collected into the OA Revolving Fund. Payments for the vendor services and equipment are then paid from the same fund. The SDC Steering Committee, comprised of agency IT management, provides direction to SDC management on policies, procedures, and the Cost Allocation Plan. It approves the billing rates and operating budget.

The FY06 Cost Allocation Plan for the SDC has 90.25 FTE's budgeted with a total operating budget of \$21,547,662 including fringe benefits.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Statute 37.005 provides for the Commissioner of Administration to provide data processing services to agencies, the authority for billing, along with the creation of the OA Revolving Fund.

**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

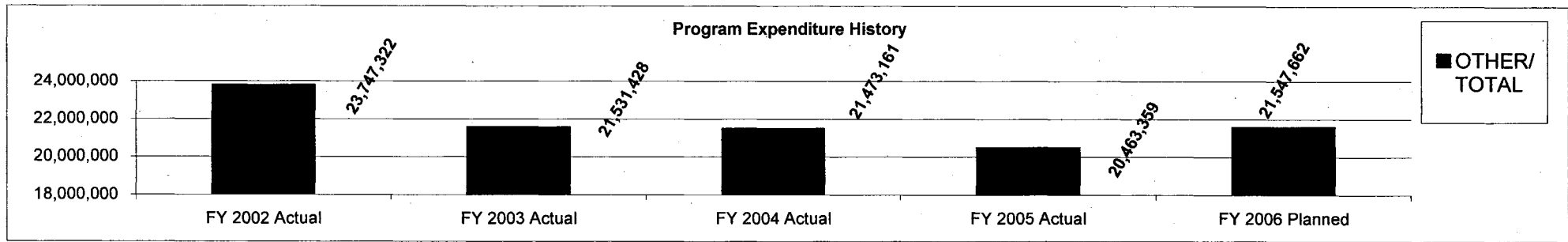
No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

The prior year amounts include Fringe Benefit and Other Transfers from the Revolving Fund. The FY 2006 Planned Expenditures is the FY06 Cost Allocation Plan expenditure amount including transfers for Fringes and Other Transfers. The actual expense will depend upon the rate of agency utilization in FY06. **Historically, expenditures have been less than projected in prior years.**

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Data Center (SDC)  
**Program is found in the following core budget(s):** Information Technology Services - Operating



**6. What are the sources of the "Other " funds?**

OA Revolving Administrative Trust Fund. The operations of the State Data Center are appropriated from this fund.

**7a. Provide an effectiveness measure.**

Various SDC billing rates are used to gauge the cost effectiveness of the SDC program. A goal of having billing rates to agencies equal to or lower than the previous year is targeted annually.

A cumulative comparison of the rates from FY02 to FY06 yields the following data :

SDC Category of Service	SDC FY06 Rate	FY02 Rates	% Change
CPU Service Unit	\$0.0166	\$0.0252	-34%
CICS (on-line) Transaction Cost	\$0.0009	\$0.0011	-18%
DASD (Storage) Cost	\$0.2985	\$1.1355	-74%
DB2 (Data Base) Cost	\$0.0044	\$0.0041	7%
Laser Print	\$0.0332	\$0.0241	38%

The SDC strives to keep the rates equal to or lower than the previous year. For FY07 and FY08 projections - the rates are estimated to be the same as FY06 except Laser Print.

Agencies are being discouraged from printing, thus the print rate is rising due to usage decreasing. Agencies are encouraged to use much cheaper on-line viewing of data versus expensive printing.

**7b. Provide an efficiency measure.**

The SDC been able to reduce the Net Billing to agencies per MIP by over 50% since FY00. Net Billings is what was billed to agencies after all credits in a FY. MIPS are an industry standard to measure computing power on mainframe computers. (Millions of Instructions Per Second)

**ACTUAL DATA**

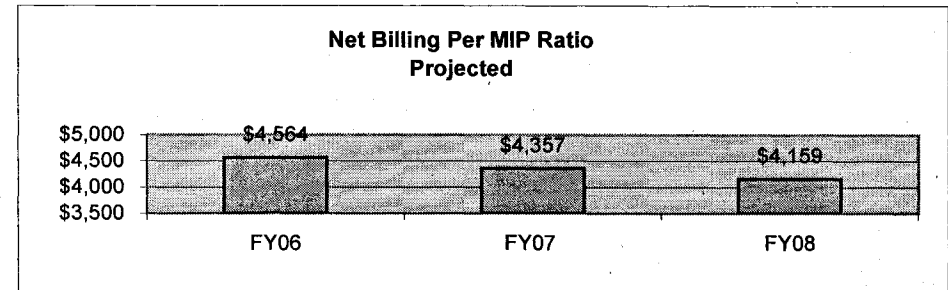
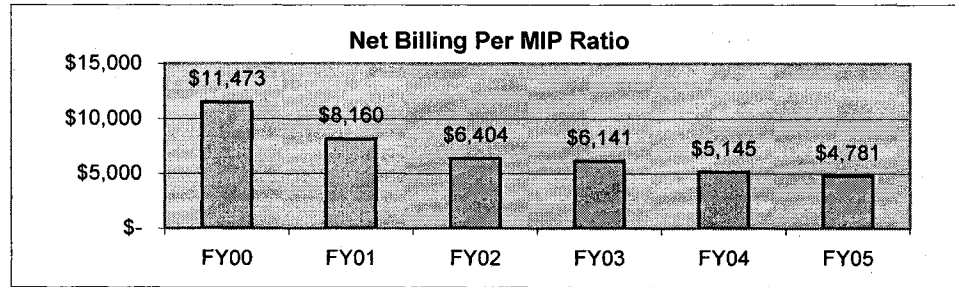
	FY00	FY01	FY02	FY03	FY04	FY05
CPU	1841	2833	3555	3717	3944	4280
Net Billin	\$ 21,121,965	\$23,116,834	\$22,765,352	\$22,826,539	\$20,290,861	\$20,464,297
Per	\$ 11,473	\$ 8,160	\$ 6,404	\$ 6,141	\$ 5,145	\$ 4,781

**PROJECTED DATA**

	FY06	FY07	FY08
	4708	5179	5697
	21,487,512	22,561,887	23,689,982
	4,564	4,357	4,159

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	State Data Center (SDC)
<b>Program is found in the following core budget(s):</b> Information Technology Services - Operating	



**7c. Provide the number of clients/individuals served, if applicable.**

In June, 2004 there were 26,699 USER ID's (state employees and local law enforcement staff) that accessed or updated an application online at the SDC.

**7d. Provide a customer satisfaction measure, if available.**

As mentioned above, the SDC Steering Committee provides input on the quality of SDC services provided. In addition, there are various other technical committees and work groups that meet weekly or monthly with SDC staff that provide feedback on services and work collaboratively on security, operational, and technical issues.



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Statewide and OA Applications Development and Support
<b>Program is found in the following core budget(s):</b>	Information Technology Services Operating

### 1. What does this program do?

OA software applications, servers and desktops are supported through the Systems and Programming section of the Information Technology Services Division. This unit is responsible for the support of SAM II (Statewide Financial and Human Resource/Payroll System) including applying and testing software fixes from the vendor, server hardware support, data warehouse software changes, backups, and creating interface files from SAM II to agency subsystems and to vendors. The SAM II support also includes working with OA divisions on new releases of SAM II, creating special reports, and providing 24 hour support to the Financial, HR (payroll), BRASS (Budget), and Fixed Asset jobs.

This program also provides other application development services and systems support to all the OA divisions. Most OA divisions have Statewide responsibilities involving systems supported by Systems and Programming. A recent example of OA systems developed by this section is the Electronic Application System (EASe) used by citizens to submit job applications under the State Merit system in an electronic format through the internet.

The section also supports OA desktop, imaging, and server equipment and related peripheral equipment such as printers and network equipment. In addition, OA web pages and the Statewide web page that will be used as a portal to E-Government services are supported by this program.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 37 of RSMO provides broad authority to the Office of Administration to maintain and develop Statewide accounting systems of which SAM II is one.

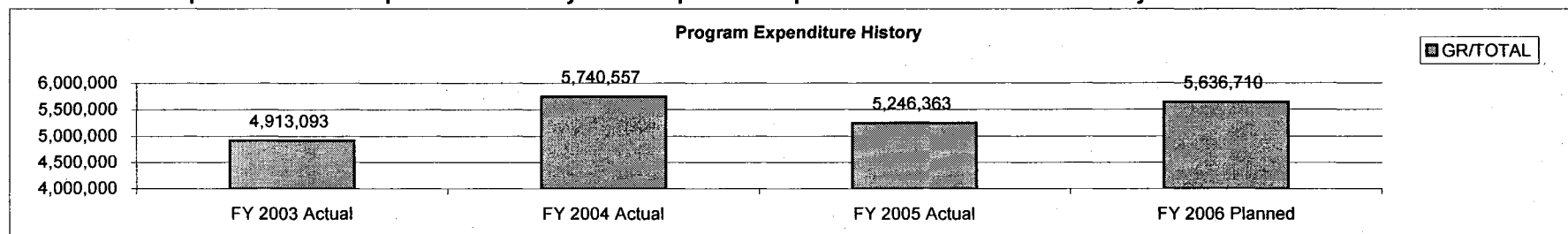
### 3. Are there federal matching requirements? If yes, please explain.

No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



FY03 and FY05 had additional General Revenue withholdings.

### 6. What are the sources of the "Other " funds?

Not applicable

# PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Statewide and OA Applications Development and Support  
**Program is found in the following core budget(s):** Information Technology Services Operating

## 7a. Provide an effectiveness measure.

Various ratios can be calculated for the program using the number of Programs Maintained and Service Requests Completed divided by the number of FTE in the section. This provides some insight on the number of tasks performed by the section in relation to Support activities only. However, the scope of work on Service Requests will vary and some variance will occur as large sized requests are worked. In FY06 and FY07, it is expected some more larger-sized development projects will be occurring compared to FY04 and FY05.

### Work Ratios for Systems and Programming

Prior Fiscal Years				
		FY03	FY04	FY05
Computer Programs Maintained		4,782	4,866	4,955
Service Requests Received		2,955	2,079	1,563
Service Requests Completed		2,969	2,147	1,647
Service Request Backlog on 7/1		301	287	135
FTE		42	36	36
Programs Maintained Per FTE		114	135	138
Service Request Completed Per FTE		71	60	46
Completed to Received Ratio		100.5%	103.3%	105.4%

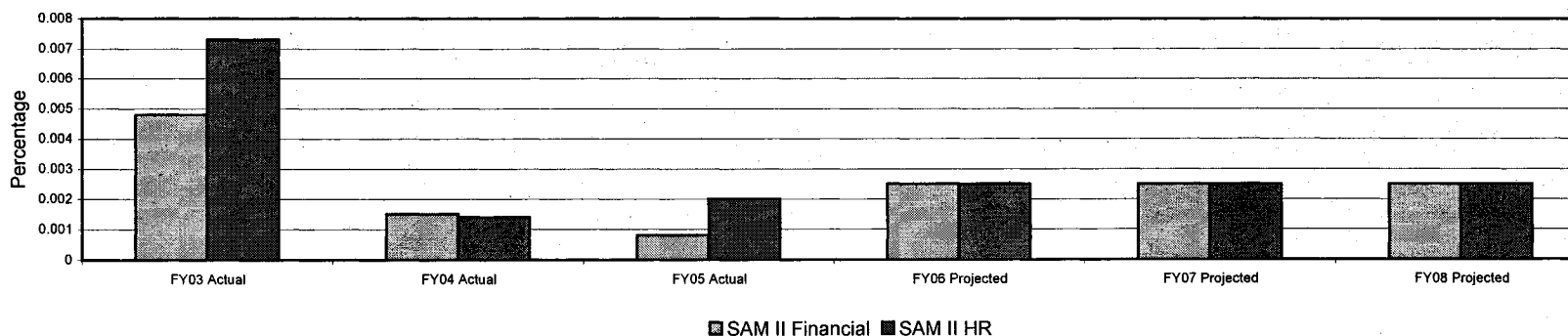
Projections for FY06 Through FY08		
FY06	FY07	FY08
5,451	5,505	5,560
1,976	1,996	2,016
47	47	47
116	117	118
42	42	43

Other Effectiveness statistics for this section include the following:

State Home Page Visits maintained by this section	7.2M	11.5M	16.1M
Web Pages Maintained	2,000	2,300	16,108

16.9M	17.9 M	22.46M
17,000	18,000	19,000

### SAM II Percentage of Unscheduled Downtime



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Statewide and OA Applications Development and Support  
**Program is found in the following core budget(s):** Information Technology Services Operating

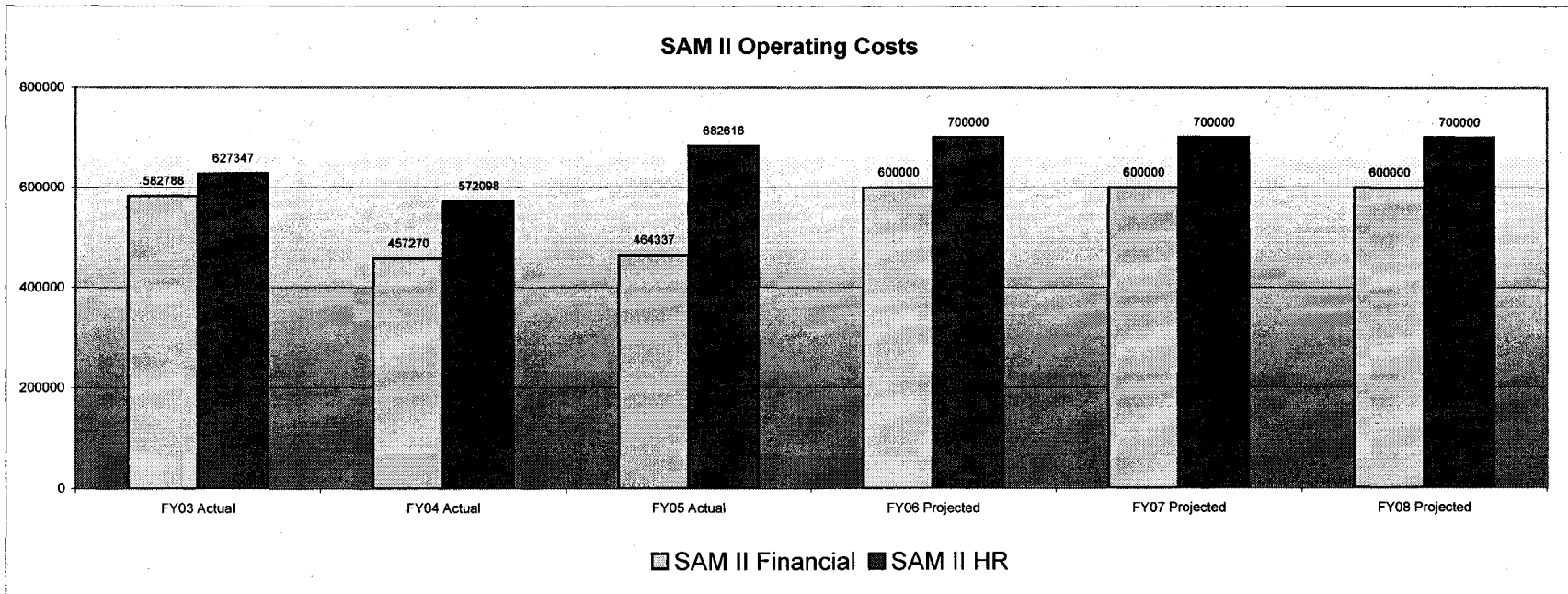
**7b. Provide an efficiency measure.**

**a. SAM II State Data Center Operational Savings**

Since FY01, the Systems and Programming section has continually optimized the SAM II programs and operating jobs completed by contractor staff. By FY04, the savings accumulated from this Optimization project were such that the Information Technology Services Division was able to reduce its General Revenue CORE budget by one million dollars. The savings were accumulated through system operation changes, archiving data, changing job back-up methodologies, re-writing inefficient code and back-ups, and other efficiency changes. The savings are also due partially to reductions in the SDC rate structure.

Below is a listing of the CORE General Revenue E&E reductions in the Information Technology Services Division enabled significantly by the Optimization project.

Fiscal Year	CORE GR E+E Reduction Amount
2002	\$204,106
2003	\$468,810
2004	\$1,046,343
2005	\$211,679
2006	\$362,237
Total since 2002	\$2,293,175



# PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Statewide and OA Applications Development and Support  
**Program is found in the following core budget(s):** Information Technology Services Operating

## **b. OA New Systems Development Savings**

The Systems and Programming section develops new applications and enhancements to existing systems as well as complete service requests that maintain existing systems. An example of a new application implemented recently in FY04 is the Statewide Fleet Management System. The system implemented a uniform reporting method of state vehicle data from all state agencies including assignment information, location, maintenance and repair data, utilization, and other information enabling more effective use of the fleet. Several options to buy a commercial package were reviewed and an estimated cost of \$250,000 to \$350,000 was saved by developing the software. In FY05, the section developed EASe. EASe is a web-enabled system allowing the Division of Personnel to receive merit system applications through the Internet.

## **7c. Provide the number of clients/individuals served, if applicable.**

This program serves all OA divisions as well as all State agencies. State agencies depend upon the SAM II systems to process payroll, budget and financial control information. Hundreds of human resource and fiscal management personnel depend upon the SAM II systems being available each day to process their data and report information from. The Data Warehouse reporting system is also maintained by this program which feeds information to agency subsystems and to fiscal staff through all State government.

	Number of End Users as of Aug. 2005
SAM II Financial	5,634
SAM II HR	6,810
BRASS	340

## **7d. Provide a customer satisfaction measure, if available.**

n/a

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Justice Integration  
**Program is found in the following core budget(s):** Information Services Technology Division

Federal \$987,598

**1. What does this program do?**

Integrates justice systems in response to the increase in public demand, being driven at the local level, for accountability, effectiveness and responsiveness. There are increased expectations regarding the ability of justice agencies to proactively respond to community needs with high-risk and repeat offenders. And, there is increased public demand for electronic access to information and services as well as the need for extended hours of operation.

Beyond improving the internal operations of our justice agencies, this project will enable the sharing of critical information between police officers, court administrators, corrections officers, and other officials at the federal, state and local levels. This integration effort encompasses a variety of functions designed to enable the timely and efficient sharing of information within and between agencies.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

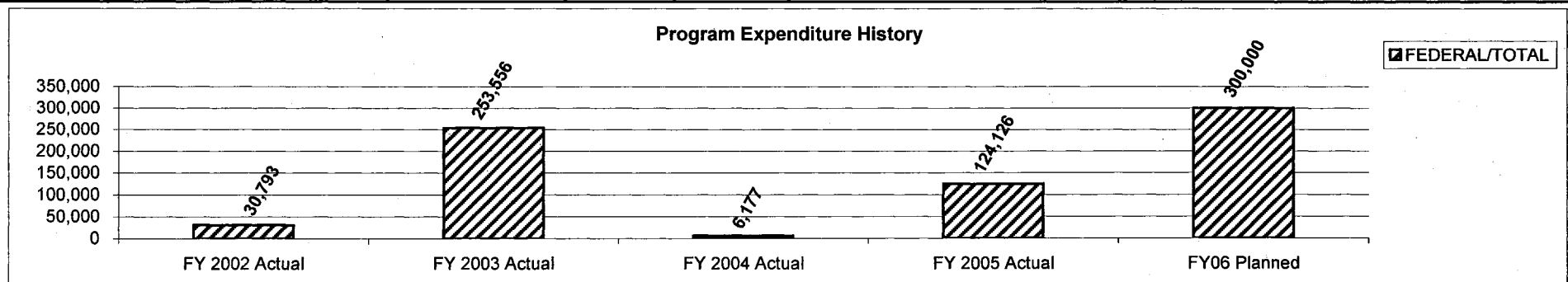
**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching fund.

**4. Is this a federally mandated program? If yes, please explain.**

Crime Identification Technology Act; Authorized with the passage of Public Law 105-251 on October 9, 1998, and provides assistance to states to establish or upgrade criminal justice information systems and identification technologies

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Justice Integration  
**Program is found in the following core budget(s):** Information Services Technology Division

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

A Statewide Justice Information Sharing Study was developed on the state of justice information sharing among Missouri Law Enforcement, Prosecutors, Courts, and Missouri Department of Corrections' (MDOC) Division of Adult Institutions (DAI), and Probation & Parole (P&P). The study discovered Missouri's current problem, lack of real-time information system interfaces between Missouri's criminal justice agencies, and provided a solution to implement the study's findings.

**7b. Provide an efficiency measure.**

Has increased the speed of sharing information between state, county, and local law enforcement, court administrators, corrections officers, parole officers, and various other stakeholders.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Continuity of Operations / Continuity of Government  
**Program is found in the following core budget(s):** Information Technology Services Division

Federal E&E of \$1,811,819

**1. What does this program do?**

Continuity of Operations/Continuity of Government (COOP / COG) focuses on sustaining an organization's business functionality during and after a disruption or event. IT COOP/COG planning is critical to all state agencies, as all are dependent upon IT systems for the delivery of critical services. IT COOP/COG planning involves prioritizing IT applications, planning for their recovery due to a disaster event, defining work-around procedures, notification of staff, defining chain-of-command authority, and practicing any defined IT recovery procedures to the extent possible with various simulation exercises.

In January 2005, OA/ITSD completed COOP/COG planning for all of the divisions within OA. Included in the project were templates and sample guidelines that all state agencies can use in developing their own specific COOP/COG plans. During the project, state staff attending a training program provided by the federal government in Washington, DC to assure that the OA/ITSD plan met federal government guidelines. Homeland Security grant funding paid the total cost of \$82,000.00 for the project.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Missouri Department of Homeland Security and The Securities Council have identified as a major area of concern.

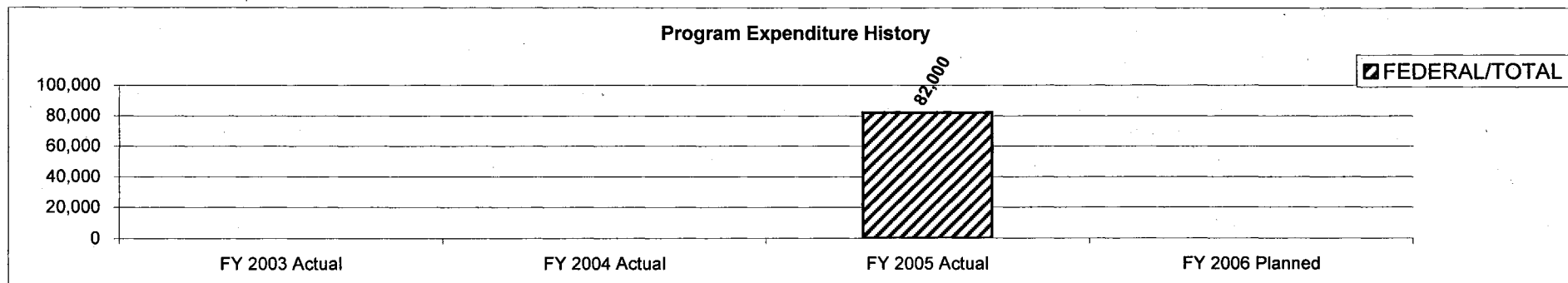
**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching fund.

**4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Continuity of Operations / Continuity of Government
<b>Program is found in the following core budget(s):</b> Information Technology Services Division	

**7a. Provide an effectiveness measure.**

The following areas of COOP/COG have been or are in the process of being developed or addressed:

- Raise the awareness of and recognition of the need for business continuity plans and disaster recovery plans.
- Clearly delineate the difference between state government operation plans and state agency business continuity plans and the corresponding responsibilities.
- Develop a methodology for agencies to utilize in the development of business continuity plans.
- Identify those information technology infrastructure assets that should be included in Missouri's Critical Asset Protection Plan and ensure that those assets are covered by an adequate disaster recovery plan.
- Recommend policies and procedures for the development, maintenance and annual exercising of business continuity and disaster recovery plans.
- Develop a business plan that clearly articulates the issues surrounding economic impact of having and maintaining business continuity and disaster recovery.

**7b. Provide an efficiency measure.**

Working to ensure in the event of a disaster, state technology services and business operations are recoverable within 120 hours.

**7c. Provide the number of clients/individuals served, if applicable.**

COOP/COG will serve all state agencies to ensure procedures are in place to continue governmental operations.

**7d. Provide a customer satisfaction measure, if available.**

N/A



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Cyber Security
<b>Program is found in the following core budget(s):</b> Information Technology Services Division	
<p>Federal PS 2 FTE at \$119,064 and \$13,500 E&amp;E</p> <p><b>1. What does this program do?</b></p> <p>Secures cyber space by protecting the state's infrastructure, data, and business processes. Many cyber threats exist to the integrity of government's IT information, data, and infrastructures. Through Cyber Security, those assets are protected.</p> <p>ITSD has dedicated 3 FTE to focus on cyber security, disaster recovery and COOP/COG projects. In relation to cyber security, the ITSD Security team performs the following:</p> <ul style="list-style-type: none"> <li>- Assessment of current OA cyber security and addresses vulnerabilities identified.</li> <li>- Develops cyber security policies and procedures for OA.</li> <li>- Coordinates with state agencies on cyber security or best practices and shares OA's assessment information.</li> <li>- Notifies and coordinates with state agencies on virus and/or spam incidents.</li> <li>- Researches viruses and other cyber security incidents.</li> <li>- Researches security tools, best practices, software, and reviews state standards.</li> </ul> <p>During FY 05, the OA/ITSD Security team has several projects started and some projects that have been completed that address cyber security. OA/ITSD has purchased a complete computer forensics lab. This new equipment will be used to better identify malicious activity within the state's computer infrastructure from internal and external sources. State staff has completed training and several agencies participated and are qualified to use the equipment. Homeland Security funds paid for the \$45,000.00 project. Other projects that are near completion are 1.) a redundant wireless network deployed west of the capitol complex to allow for communications should the wired network fail; 2.) a statewide electronic mail anti-SPAM and virus protection project preventing malicious mail from being delivered to state employees; 3.) a content filtering project that will prevent access to websites that are known to contain malicious software; 4.) a business impact analysis of the State Data Center to determine the quantitative and qualitative impacts to the state in a loss of operations; 5.) a statewide security assessment of 33 state agencies establishing the current state of cyber security and the migration path to improve the state of cyber security; 6.) a cyber intrusion prevention system that will protect the state cyber infrastructure. This "smart" system can determine malicious activity and block it from attacking other systems connected to the statewide infrastructure. Funding for these projects is provided by SEMA through a Homeland Security grant.</p> <p><b>2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)</b></p> <p>The Missouri Department of Homeland Security and The Securities Council have identified as a major area of concern.</p> <p><b>3. Are there federal matching requirements? If yes, please explain</b></p> <p>Certain federal grants require a percentage of matching fund. All of the projects identified above are beign funded through a SEMA Homeland Security grant.</p> <p><b>4. Is this a federally mandated program? If yes, please explain</b></p> <p>N/A</p>	

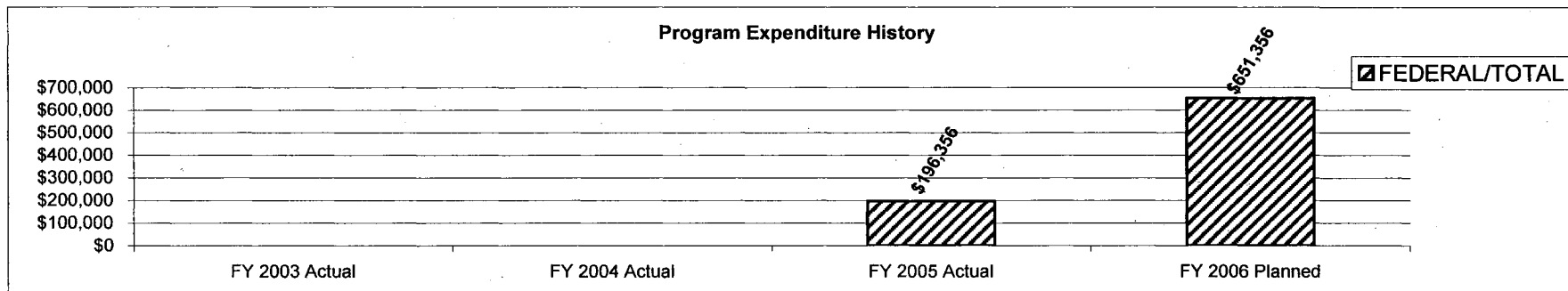
## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Cyber Security

**Program is found in the following core budget(s):** Information Technology Services Division

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year**



**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

The following areas of Cyber Security have been or are in the process of being addressed and developed:

- Assessment of current agency Cyber Security conditions
- Development of Cyber Security policy and procedures for all state agencies
- Agency Cyber Security training for security certification
- Migration strategy for all agencies
- Compliance feature for agencies to perform a Self-Certification Assessment
- Auditing feature for agencies to perform Self-Vulnerability Assessments
- Scorecard to be developed to determine Cyber Security success rate of all agencies
- Cost estimates determining "what-if" cost (e.g. what would be the cost of a virus hit)
- Website collaboration with OIT to set forth Cyber Security Policy Directive

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

Cyber Security funding will serve all state agencies and it will provide a mechanism for the agencies to protect critical data and infrastructure from Cyber attacks.

**7d. Provide a customer satisfaction measure, if available.**

N/A

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Geographic Information Systems  
**Program is found in the following core budget(s):** Information Technology Services Division

Federal 3 FTE at \$159,072 and EE of \$2,048,894

**1. What does this program do?**

Computerized maps showing the location of highways, parks, utilities, natural resources, and distribution of specific populations are among the many uses of Geographic Information Systems. To maximize benefits, it is important that all geographic information use identical standards that will allow one subject matter to be overlaid with another. It is also important that the information be made available to interested parties as a state asset to be shared. As an ongoing effort, the objective is to set standards, build on the geographic information base, make the information available and advertise its existence.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

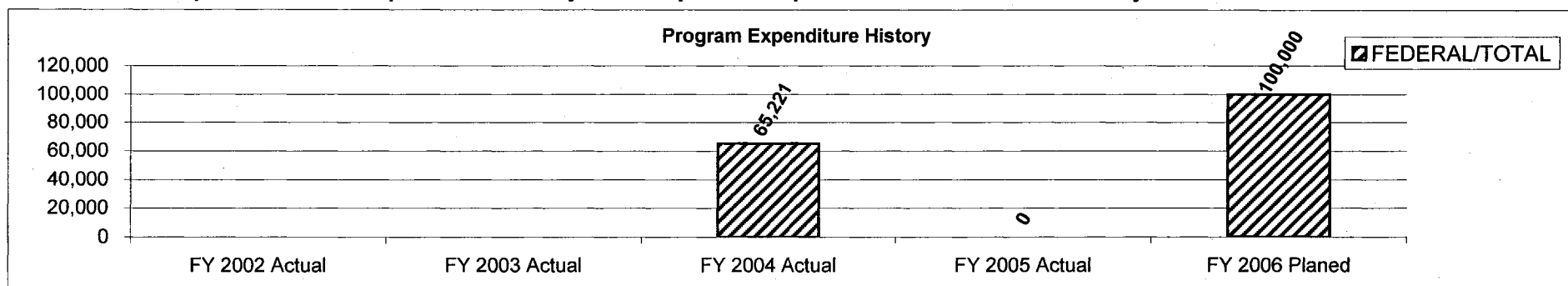
**3. Are there federal matching requirements? If yes, please explain.**

Certain federal grants require a percentage of matching fund.

**4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Geographic Information Systems

**Program is found in the following core budget(s):** Information Technology Services Division

**7a. Provide an effectiveness measure.**

The growing use of spatially referenced digital data has necessitated the development of statewide standards, such as:

Metadata Standards

Addressing Standards

Digital Orthophotography Standards

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>IT CONSOLIDATION</b>									
<b>CORE</b>									
<b>PERSONAL SERVICES</b>									
GENERAL REVENUE	0	0.00	0	0.00	21,646,360	503.23	21,384,447	493.13	
OA INFORMATION TECHNOLOGY FEDE	0	0.00	0	0.00	15,815,640	359.42	15,582,252	350.42	
CHILD SUPPORT ENFORCEMT COLLTN	0	0.00	0	0.00	490,173	12.12	490,173	12.12	
MO AIR EMISSION REDUCTION	0	0.00	0	0.00	46,026	0.98	46,026	0.98	
NURSING FAC QUALITY OF CARE	0	0.00	0	0.00	377,184	8.00	377,184	8.00	
HEALTH INITIATIVES	0	0.00	0	0.00	4,979	0.12	4,979	0.12	
ANIMAL HEALTH LABORATORY FEES	0	0.00	0	0.00	4,886	0.13	4,886	0.13	
ANIMAL CARE RESERVE	0	0.00	0	0.00	6,357	0.12	6,357	0.12	
MO PUBLIC HEALTH SERVICES	0	0.00	0	0.00	119,112	3.00	119,112	3.00	
LIVESTOCK BRANDS	0	0.00	0	0.00	210	0.01	210	0.01	
COMMODITY COUNCIL MERCHANISING	0	0.00	0	0.00	309	0.01	309	0.01	
SP ANIMAL FAC LOAN PROGRAM	0	0.00	0	0.00	388	0.01	388	0.01	
STATE FAIR FEES	0	0.00	0	0.00	10,951	0.23	10,951	0.23	
STATE PARKS EARNINGS	0	0.00	0	0.00	31,392	1.00	31,392	1.00	
MO VETERANS HOMES	0	0.00	0	0.00	344,449	8.67	344,449	8.67	
DNR COST ALLOCATION	0	0.00	0	0.00	1,407,007	31.35	1,407,007	31.35	
WORKING CAPITAL REVOLVING	0	0.00	0	0.00	43,152	1.00	43,152	1.00	
DOSS ADMINISTRATIVE TRUST	0	0.00	0	0.00	33,117	1.10	33,117	1.10	
DED ADMINISTRATIVE	0	0.00	0	0.00	708,127	18.27	708,127	18.27	
DIVISION OF FINANCE	0	0.00	0	0.00	41,916	1.00	41,916	1.00	
DEPT OF INSURANCE DEDICATED	0	0.00	0	0.00	543,888	13.00	543,888	13.00	
NRP-WATER POLLUTION PERMIT FEE	0	0.00	0	0.00	80,877	2.00	80,877	2.00	
SOLID WASTE MANAGEMENT	0	0.00	0	0.00	41,676	1.00	41,676	1.00	
METALLIC MINERALS WASTE MGMT	0	0.00	0	0.00	6,586	0.20	6,586	0.20	
LIVESTOCK SALES & MARKETS FEES	0	0.00	0	0.00	354	0.01	354	0.01	
NRP-AIR POLLUTION ASBESTOS FEE	0	0.00	0	0.00	6,498	0.16	6,498	0.16	
UNDERGROUND STOR TANK REG PROG	0	0.00	0	0.00	35,929	0.75	35,929	0.75	
MOTOR VEHICLE COMMISSION	0	0.00	0	0.00	17,932	0.50	17,932	0.50	
NRP-AIR POLLUTION PERMIT FEE	0	0.00	0	0.00	115,344	3.16	115,344	3.16	
PARKS SALES TAX	0	0.00	0	0.00	36,444	1.00	36,444	1.00	
SOIL AND WATER SALES TAX	0	0.00	0	0.00	78,576	2.00	78,576	2.00	
DEPT OF REVENUE INFORMATION	0	0.00	0	0.00	176,600	4.00	176,600	4.00	
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	0	0.00	137	0.01	137	0.01	

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>IT CONSOLIDATION</b>									
<b>CORE</b>									
<b>PERSONAL SERVICES</b>									
STATE HWYS AND TRANS DEPT	0	0.00	0	0.00	781,076	20.37	781,076	20.37	
MILK INSPECTION FEES	0	0.00	0	0.00	1,342	0.04	1,342	0.04	
GRAIN INSPECTION FEES	0	0.00	0	0.00	9,388	0.30	9,388	0.30	
WORKERS COMPENSATION	0	0.00	0	0.00	315,402	6.41	315,402	6.41	
DEPT OF HEALTH-DONATED	0	0.00	0	0.00	97,007	1.72	97,007	1.72	
PETROLEUM INSPECTION FUND	0	0.00	0	0.00	75,673	1.38	75,673	1.38	
STATE LAND SURVEY PROGRAM	0	0.00	0	0.00	31,392	1.00	31,392	1.00	
HAZARDOUS WASTE FUND	0	0.00	0	0.00	186,840	4.54	186,840	4.54	
SAFE DRINKING WATER FUND	0	0.00	0	0.00	100,506	2.50	100,506	2.50	
CRIME VICTIMS COMP FUND	0	0.00	0	0.00	12,655	0.23	12,655	0.23	
MARKETING DEVELOPMENT FUND	0	0.00	0	0.00	5,766	0.11	5,766	0.11	
COAL MINE LAND RECLAMATION	0	0.00	0	0.00	16,341	0.50	16,341	0.50	
PROFESSIONAL REGISTRATION FEES	0	0.00	0	0.00	276,288	6.00	276,288	6.00	
MISSOURI AIR POLLUTION CONTROL	0	0.00	0	0.00	2,365	0.05	2,365	0.05	
ORGAN DONOR PROGRAM	0	0.00	0	0.00	8,180	0.05	8,180	0.05	
EARLY CHILDHOOD DEV EDU/CARE	0	0.00	0	0.00	1,343	0.04	1,343	0.04	
GUARANTY AGENCY OPERATING	0	0.00	0	0.00	590,578	10.56	590,578	10.56	
DRY-CLEANING ENVIRL RESP TRUST	0	0.00	0	0.00	16,769	0.42	16,769	0.42	
AGRICULTURE DEVELOPMENT	0	0.00	0	0.00	978	0.06	978	0.06	
MINED LAND RECLAMATION	0	0.00	0	0.00	9,805	0.30	9,805	0.30	
TOTAL - PS	0	0.00	0	0.00	44,812,270	1,034.14	44,316,969	1,015.04	
<b>EXPENSE &amp; EQUIPMENT</b>									
GENERAL REVENUE	0	0.00	0	0.00	17,259,406	0.00	18,464,318	0.00	
OA INFORMATION TECHNOLOGY FEDE	0	0.00	0	0.00	50,062,886	0.00	50,070,877	0.00	
CHILD SUPPORT ENFORCEMT COLLTN	0	0.00	0	0.00	1,217,270	0.00	1,217,270	0.00	
ELEVATOR SAFETY	0	0.00	0	0.00	3,840	0.00	3,840	0.00	
MO ARTS COUNCIL TRUST	0	0.00	0	0.00	21,340	0.00	21,340	0.00	
COMM FOR DEAF-CERT OF INTERPRE	0	0.00	0	0.00	8,000	0.00	8,000	0.00	
MO AIR EMISSION REDUCTION	0	0.00	0	0.00	5,721	0.00	5,721	0.00	
NURSING FAC QUALITY OF CARE	0	0.00	0	0.00	104,048	0.00	104,048	0.00	
DIVISION OF TOURISM SUPPL REV	0	0.00	0	0.00	51,488	0.00	51,488	0.00	
HEALTH INITIATIVES	0	0.00	0	0.00	2,067	0.00	2,067	0.00	
HEALTH ACCESS INCENTIVE	0	0.00	0	0.00	7,700	0.00	7,700	0.00	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
LOTTERY PROCEEDS		0	0.00	0	0.00	110,880	0.00	110,880	0.00
ANIMAL HEALTH LABORATORY FEES		0	0.00	0	0.00	5,936	0.00	5,936	0.00
MAMMOGRAPHY		0	0.00	0	0.00	4,640	0.00	4,640	0.00
ANIMAL CARE RESERVE		0	0.00	0	0.00	9,403	0.00	9,403	0.00
ELDERLY HOME-DELIVER MEALS TRU		0	0.00	0	0.00	0	0.00	10,800	0.00
MO PUBLIC HEALTH SERVICES		0	0.00	0	0.00	719,513	0.00	719,513	0.00
LIVESTOCK BRANDS		0	0.00	0	0.00	3,010	0.00	3,010	0.00
VETERANS' COMMISSION CI TRUST		0	0.00	0	0.00	14,000	0.00	14,000	0.00
COMMODITY COUNCIL MERCHANISING		0	0.00	0	0.00	781	0.00	781	0.00
SP ANIMAL FAC LOAN PROGRAM		0	0.00	0	0.00	1,162	0.00	1,162	0.00
STATE FAIR FEES		0	0.00	0	0.00	9,704	0.00	9,704	0.00
STATE PARKS EARNINGS		0	0.00	0	0.00	200,500	0.00	200,500	0.00
NATURAL RESOURCES REVOLVING SE		0	0.00	0	0.00	3,202	0.00	3,202	0.00
HISTORIC PRESERVATION REVOLV		0	0.00	0	0.00	1,975	0.00	1,975	0.00
MO VETERANS HOMES		0	0.00	0	0.00	567,627	0.00	567,627	0.00
DNR COST ALLOCATION		0	0.00	0	0.00	2,740,764	0.00	2,740,764	0.00
WORKING CAPITAL REVOLVING		0	0.00	0	0.00	170,410	0.00	170,410	0.00
INMATE REVOLVING		0	0.00	0	0.00	15,200	0.00	15,200	0.00
DOSS ADMINISTRATIVE TRUST		0	0.00	0	0.00	402,972	0.00	402,972	0.00
DED ADMINISTRATIVE		0	0.00	0	0.00	1,308,343	0.00	1,308,343	0.00
DIVISION OF CREDIT UNIONS		0	0.00	0	0.00	6,610	0.00	6,610	0.00
DIVISION OF FINANCE		0	0.00	0	0.00	99,543	0.00	99,543	0.00
INSURANCE EXAMINERS FUND		0	0.00	0	0.00	148,628	0.00	148,628	0.00
NATURAL RESOURCES PROTECTION		0	0.00	0	0.00	309	0.00	309	0.00
DEAF RELAY SER & EQ DIST PRGM		0	0.00	0	0.00	13,000	0.00	13,000	0.00
PROF & PRACT NURSING LOANS		0	0.00	0	0.00	5,600	0.00	5,600	0.00
DEPT OF INSURANCE DEDICATED		0	0.00	0	0.00	367,839	0.00	367,839	0.00
INTERNATIONAL TRADE SHOW REVOL		0	0.00	0	0.00	2,762	0.00	2,762	0.00
NRP-WATER POLLUTION PERMIT FEE		0	0.00	0	0.00	321,318	0.00	321,318	0.00
SOLID WASTE MANAGEMENT		0	0.00	0	0.00	58,108	0.00	58,108	0.00
METALLIC MINERALS WASTE MGMT		0	0.00	0	0.00	3,715	0.00	3,715	0.00
LIVESTOCK SALES & MARKETS FEES		0	0.00	0	0.00	262	0.00	262	0.00
NRP-AIR POLLUTION ASBESTOS FEE		0	0.00	0	0.00	12,286	0.00	12,286	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
IT CONSOLIDATION									
CORE									
EXPENSE & EQUIPMENT									
PETROLEUM STORAGE TANK INS	0	0.00	0	0.00	1,209	0.00	1,209	0.00	
UNDERGROUND STOR TANK REG PROG	0	0.00	0	0.00	3,921	0.00	3,921	0.00	
CHEMICAL EMERGENCY PREPAREDNES	0	0.00	0	0.00	11,500	0.00	11,500	0.00	
MOTOR VEHICLE COMMISSION	0	0.00	0	0.00	2	0.00	37,316	0.00	
NRP-AIR POLLUTION PERMIT FEE	0	0.00	0	0.00	147,775	0.00	147,775	0.00	
MISSOURI JOB DEVELOPMENT FUND	0	0.00	0	0.00	7,000	0.00	7,000	0.00	
CONSERVATION COMMISSION	0	0.00	0	0.00	0	0.00	32,686	0.00	
PARKS SALES TAX	0	0.00	0	0.00	183,099	0.00	183,099	0.00	
SOIL AND WATER SALES TAX	0	0.00	0	0.00	64,092	0.00	64,092	0.00	
DEPT OF REVENUE INFORMATION	0	0.00	0	0.00	8,447	0.00	57,508	0.00	
BLIND PENSION	0	0.00	0	0.00	29,591	0.00	29,591	0.00	
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	0	0.00	95	0.00	95	0.00	
BOARD OF ACCOUNTANCY	0	0.00	0	0.00	5,071	0.00	5,071	0.00	
BOARD OF BARBER EXAMINERS	0	0.00	0	0.00	400	0.00	400	0.00	
BOARD OF PODIATRIC MEDICINE	0	0.00	0	0.00	1,012	0.00	1,012	0.00	
BOARD OF CHIROPRACTIC EXAMINER	0	0.00	0	0.00	1,485	0.00	1,485	0.00	
BOARD OF COSMETOLOGY	0	0.00	0	0.00	2,000	0.00	2,000	0.00	
BOARD OF EMBALM & FUN DIR	0	0.00	0	0.00	4,241	0.00	4,241	0.00	
BOARD OF REG FOR HEALING ARTS	0	0.00	0	0.00	9,645	0.00	9,645	0.00	
BOARD OF NURSING	0	0.00	0	0.00	5,864	0.00	5,864	0.00	
BOARD OF OPTOMETRY	0	0.00	0	0.00	561	0.00	561	0.00	
BOARD OF PHARMACY	0	0.00	0	0.00	5,590	0.00	5,590	0.00	
MO REAL ESTATE COMMISSION	0	0.00	0	0.00	7,190	0.00	7,190	0.00	
VETERINARY MEDICAL BOARD	0	0.00	0	0.00	1,517	0.00	1,517	0.00	
STATE HWYS AND TRANS DEPT	0	0.00	0	0.00	2,267,257	0.00	2,806,944	0.00	
MILK INSPECTION FEES	0	0.00	0	0.00	4,533	0.00	4,533	0.00	
DEPT HEALTH & SR SV DOCUMENT	0	0.00	0	0.00	108,356	0.00	108,356	0.00	
GRAIN INSPECTION FEES	0	0.00	0	0.00	10,260	0.00	10,260	0.00	
EXCELLENCE IN EDUCATION	0	0.00	0	0.00	5,000	0.00	5,000	0.00	
WORKERS COMPENSATION	0	0.00	0	0.00	312,906	0.00	312,906	0.00	
DEPT OF HEALTH-DONATED	0	0.00	0	0.00	20,543	0.00	20,543	0.00	
GROUNDWATER PROTECTION	0	0.00	0	0.00	4,336	0.00	4,336	0.00	
PETROLEUM INSPECTION FUND	0	0.00	0	0.00	48,045	0.00	48,045	0.00	



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
IT CONSOLIDATION									
CORE									
EXPENSE & EQUIPMENT									
ENERGY SET-ASIDE PROGRAM	0	0.00	0	0.00	12,399	0.00	12,399	0.00	
STATE LAND SURVEY PROGRAM	0	0.00	0	0.00	20,334	0.00	20,334	0.00	
HAZARDOUS WASTE FUND	0	0.00	0	0.00	109,732	0.00	109,732	0.00	
DENTAL BOARD FUND	0	0.00	0	0.00	3,061	0.00	3,061	0.00	
BRD OF ARCH,ENG,LND SUR,LND AR	0	0.00	0	0.00	5,540	0.00	5,540	0.00	
SAFE DRINKING WATER FUND	0	0.00	0	0.00	51,637	0.00	51,637	0.00	
CRIME VICTIMS COMP FUND	0	0.00	0	0.00	25,247	0.00	25,247	0.00	
MARKETING DEVELOPMENT FUND	0	0.00	0	0.00	11,288	0.00	11,288	0.00	
COAL MINE LAND RECLAMATION	0	0.00	0	0.00	1,198	0.00	1,198	0.00	
PROFESSIONAL REGISTRATION FEES	0	0.00	0	0.00	862,501	0.00	862,501	0.00	
HAZARDOUS WASTE REMEDIAL	0	0.00	0	0.00	2,000	0.00	2,000	0.00	
MISSOURI AIR POLLUTION CONTROL	0	0.00	0	0.00	38	0.00	38	0.00	
MO COMM DEAF & HARD OF HEARING	0	0.00	0	0.00	1,000	0.00	1,000	0.00	
BOILER & PRESSURE VESSELS SAFE	0	0.00	0	0.00	10,290	0.00	10,290	0.00	
MISSOURI RX PLAN FUND	0	0.00	0	0.00	15,000	0.00	15,000	0.00	
PUTATIVE FATHER REGISTRY	0	0.00	0	0.00	12,600	0.00	12,600	0.00	
COSMETOLOGY AND BARBER EXAM	0	0.00	0	0.00	4,016	0.00	4,016	0.00	
ORGAN DONOR PROGRAM	0	0.00	0	0.00	10,000	0.00	10,000	0.00	
CHILD LABOR ENFORCEMENT	0	0.00	0	0.00	15,000	0.00	15,000	0.00	
EARLY CHILDHOOD DEV EDU/CARE	0	0.00	0	0.00	24,279	0.00	24,279	0.00	
GUARANTY AGENCY OPERATING	0	0.00	0	0.00	251,920	0.00	251,920	0.00	
DRY-CLEANING ENVIRL RESP TRUST	0	0.00	0	0.00	35,357	0.00	35,357	0.00	
CHILDHOOD LEAD TESTING	0	0.00	0	0.00	13,037	0.00	13,037	0.00	
AGRICULTURE DEVELOPMENT	0	0.00	0	0.00	879	0.00	879	0.00	
MINED LAND RECLAMATION	0	0.00	0	0.00	1	0.00	1	0.00	
INSTITUTION GIFT TRUST	0	0.00	0	0.00	90	0.00	90	0.00	
SPECIAL EMPLOYMENT SECURITY	0	0.00	0	0.00	110,000	0.00	110,000	0.00	
TOTAL - EE	0	0.00	0	0.00	80,964,755	0.00	82,847,206	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	0	0.00	500	0.00	2,309,386	0.00	
OA INFORMATION TECHNOLOGY FEDE	0	0.00	0	0.00	250,100	0.00	250,100	0.00	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>IT CONSOLIDATION</b>									
<b>CORE</b>									
<b>PROGRAM-SPECIFIC</b>									
INSURANCE EXAMINERS FUND	0	0.00	0	0.00	8,000	0.00	8,000	0.00	0.00
TOTAL - PD	0	0.00	0	0.00	258,600	0.00	2,567,486	0.00	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>126,035,625</b>	<b>1,034.14</b>	<b>129,731,661</b>	<b>1,015.04</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
<b>PERSONAL SERVICES</b>									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	855,379	0.00	0.00
OA INFORMATION TECHNOLOGY FEDE	0	0.00	0	0.00	0	0.00	623,288	0.00	0.00
CHILD SUPPORT ENFORCEMENT COLLTN	0	0.00	0	0.00	0	0.00	19,607	0.00	0.00
MO AIR EMISSION REDUCTION	0	0.00	0	0.00	0	0.00	1,841	0.00	0.00
NURSING FAC QUALITY OF CARE	0	0.00	0	0.00	0	0.00	15,088	0.00	0.00
HEALTH INITIATIVES	0	0.00	0	0.00	0	0.00	199	0.00	0.00
ANIMAL HEALTH LABORATORY FEES	0	0.00	0	0.00	0	0.00	195	0.00	0.00
ANIMAL CARE RESERVE	0	0.00	0	0.00	0	0.00	254	0.00	0.00
MO PUBLIC HEALTH SERVICES	0	0.00	0	0.00	0	0.00	4,764	0.00	0.00
LIVESTOCK BRANDS	0	0.00	0	0.00	0	0.00	8	0.00	0.00
COMMODITY COUNCIL MERCHANISING	0	0.00	0	0.00	0	0.00	12	0.00	0.00
SP ANIMAL FAC LOAN PROGRAM	0	0.00	0	0.00	0	0.00	16	0.00	0.00
STATE FAIR FEES	0	0.00	0	0.00	0	0.00	438	0.00	0.00
STATE PARKS EARNINGS	0	0.00	0	0.00	0	0.00	1,256	0.00	0.00
MO VETERANS HOMES	0	0.00	0	0.00	0	0.00	13,778	0.00	0.00
DNR COST ALLOCATION	0	0.00	0	0.00	0	0.00	56,281	0.00	0.00
WORKING CAPITAL REVOLVING	0	0.00	0	0.00	0	0.00	1,726	0.00	0.00
DOSS ADMINISTRATIVE TRUST	0	0.00	0	0.00	0	0.00	1,326	0.00	0.00
DED ADMINISTRATIVE	0	0.00	0	0.00	0	0.00	28,325	0.00	0.00
DIVISION OF FINANCE	0	0.00	0	0.00	0	0.00	1,677	0.00	0.00
DEPT OF INSURANCE DEDICATED	0	0.00	0	0.00	0	0.00	21,756	0.00	0.00
NRP-WATER POLLUTION PERMIT FEE	0	0.00	0	0.00	0	0.00	3,235	0.00	0.00
SOLID WASTE MANAGEMENT	0	0.00	0	0.00	0	0.00	1,667	0.00	0.00
METALLIC MINERALS WASTE MGMT	0	0.00	0	0.00	0	0.00	263	0.00	0.00
LIVESTOCK SALES & MARKETS FEES	0	0.00	0	0.00	0	0.00	14	0.00	0.00
NRP-AIR POLLUTION ASBESTOS FEE	0	0.00	0	0.00	0	0.00	260	0.00	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
<b>PERSONAL SERVICES</b>								
UNDERGROUND STOR TANK REG PROG	0	0.00	0	0.00	0	0.00	1,437	0.00
MOTOR VEHICLE COMMISSION	0	0.00	0	0.00	0	0.00	717	0.00
NRP-AIR POLLUTION PERMIT FEE	0	0.00	0	0.00	0	0.00	4,613	0.00
PARKS SALES TAX	0	0.00	0	0.00	0	0.00	1,458	0.00
SOIL AND WATER SALES TAX	0	0.00	0	0.00	0	0.00	3,143	0.00
DEPT OF REVENUE INFORMATION	0	0.00	0	0.00	0	0.00	7,064	0.00
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	0	0.00	0	0.00	5	0.00
STATE HWYS AND TRANS DEPT	0	0.00	0	0.00	0	0.00	31,242	0.00
MILK INSPECTION FEES	0	0.00	0	0.00	0	0.00	54	0.00
GRAIN INSPECTION FEES	0	0.00	0	0.00	0	0.00	376	0.00
WORKERS COMPENSATION	0	0.00	0	0.00	0	0.00	12,615	0.00
DEPT OF HEALTH-DONATED	0	0.00	0	0.00	0	0.00	3,880	0.00
PETROLEUM INSPECTION FUND	0	0.00	0	0.00	0	0.00	3,027	0.00
STATE LAND SURVEY PROGRAM	0	0.00	0	0.00	0	0.00	1,256	0.00
HAZARDOUS WASTE FUND	0	0.00	0	0.00	0	0.00	7,473	0.00
SAFE DRINKING WATER FUND	0	0.00	0	0.00	0	0.00	4,020	0.00
CRIME VICTIMS COMP FUND	0	0.00	0	0.00	0	0.00	506	0.00
MARKETING DEVELOPMENT FUND	0	0.00	0	0.00	0	0.00	231	0.00
COAL MINE LAND RECLAMATION	0	0.00	0	0.00	0	0.00	654	0.00
PROFESSIONAL REGISTRATION FEES	0	0.00	0	0.00	0	0.00	11,051	0.00
MISSOURI AIR POLLUTION CONTROL	0	0.00	0	0.00	0	0.00	95	0.00
ORGAN DONOR PROGRAM	0	0.00	0	0.00	0	0.00	327	0.00
EARLY CHILDHOOD DEV EDU/CARE	0	0.00	0	0.00	0	0.00	54	0.00
GUARANTY AGENCY OPERATING	0	0.00	0	0.00	0	0.00	23,624	0.00
DRY-CLEANING ENVIRL RESP TRUST	0	0.00	0	0.00	0	0.00	670	0.00
AGRICULTURE DEVELOPMENT	0	0.00	0	0.00	0	0.00	39	0.00
MINED LAND RECLAMATION	0	0.00	0	0.00	0	0.00	392	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	1,772,676	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,772,676</b>	<b>0.00</b>

DMH Inc Federal Fund Authority - 1300021

EXPENSE & EQUIPMENT

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit		FY 2005		FY 2006		FY 2007		FY 2007	
Decision Item		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Summary		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
Fund									
<b>IT CONSOLIDATION</b>									
<b>DMH Inc Federal Fund Authority - 1300021</b>									
EXPENSE & EQUIPMENT									
OA INFORMATION TECHNOLOGY FEDE		0	0.00	0	0.00	1,036,786	0.00	1,036,786	0.00
TOTAL - EE		0	0.00	0	0.00	1,036,786	0.00	1,036,786	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,036,786</b>	<b>0.00</b>	<b>1,036,786</b>	<b>0.00</b>
<b>DPS Elevator Safety Software - 1300025</b>									
EXPENSE & EQUIPMENT									
ELEVATOR SAFETY		0	0.00	0	0.00	45,000	0.00	45,000	0.00
TOTAL - EE		0	0.00	0	0.00	45,000	0.00	45,000	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>45,000</b>	<b>0.00</b>	<b>45,000</b>	<b>0.00</b>
<b>HWY COLLECTIONS MV/DL INV COST - 1300039</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE		0	0.00	0	0.00	0	0.00	3,419,384	0.00
TOTAL - EE		0	0.00	0	0.00	0	0.00	3,419,384	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>3,419,384</b>	<b>0.00</b>
<b>GRAND TOTAL</b>		<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$127,117,411</b>	<b>1,034.14</b>	<b>\$136,005,507</b>	<b>1,015.04</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	Information Technology Services Division (ITSD)		
<b>Core -</b>	IT Inter-Department Consolidated Core		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	21,646,360	15,815,640	7,350,270	44,812,270
EE	17,259,406	50,062,886	13,642,463	80,964,755
PSD	500	250,100	8,000	258,600
<b>Total</b>	<b>38,906,266</b>	<b>66,128,626</b>	<b>21,000,733</b>	<b>126,035,625</b>

FTE                      503.23              359.42              171.49              1,034.14

<b>Est. Fringe</b>	10,582,905	7,732,266	3,593,547	21,908,719
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      Various

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	21,384,447	15,582,252	7,350,270	44,316,969
EE	18,464,318	50,070,877	14,312,011	82,847,206
PSD	2,309,386	250,100	8,000	2,567,486
<b>Total</b>	<b>42,158,151</b>	<b>65,903,229</b>	<b>21,670,281</b>	<b>129,731,661</b>

FTE                      493.13              350.42              171.49              1,015.04

<b>Est. Fringe</b>	10,454,856	7,618,163	3,593,547	21,666,566
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Various

## 2. CORE DESCRIPTION

Governor Blunt ordered in FY06 that management of State Information Technology resources be consolidated under the Office of Administration. In FY06, some IT assets were identified and separate IT appropriations created within each department with the exception of Revenue, MoDOT, Conservation, Highway Patrol, Judiciary, Elected Officials, General Assembly, and various boards and commissions. The IT FY06 consolidation appropriation in each department primarily consisted of Computer Equipment (subclass 480) and some of the departmental IT organization appropriation data.

In FY07, the scope of the IT consolidation is being expanded to include the Department of Revenue and to include more of IT expenditures. IT appropriations from FY06, as well as additional IT expenditures are being moved to OA/ITSD in FY07. This CORE decision item contains the IT amounts being transferred from other departments, including the following:

- Agriculture
- Corrections
- Economic Development
- Elementary & Secondary Education
- Health & Senior Services
- Higher Education
- Insurance

## CORE DECISION ITEM

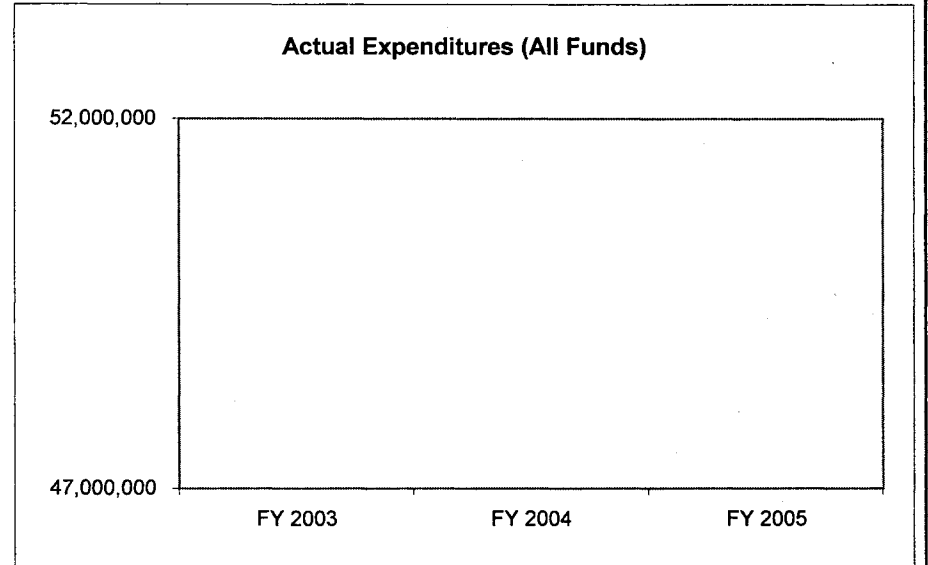
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	Information Technology Services Division (ITSD)		
<b>Core -</b>	IT Inter-Department Consolidated Core		
<b>2. CORE DESCRIPTION, cont.</b>			
<ul style="list-style-type: none"><li>- Labor and Industrial Relations</li><li>- Revenue</li><li>- Social Services</li></ul> <p>Many States are consolidating their IT resources in order to maximize investments of IT resources.</p> <p>The objective of IT consolidation are many, but all relate to savings, cost avoidance, and cost containment. IT resources will be under the direct control of the State's Chief Information Officer (CIO), who will assess the IT staffing and equipment requirements for each department.</p> <p>The consolidation of the IT funding in this decision item should result in a more coordinated use of IT resources.</p> <p>The amounts to transfer were calculated as follows:</p> <ul style="list-style-type: none"><li>- FY 06 IT consolidation appropriations, or agreed upon revised amounts.</li><li>- IT support and other items not included in the FY 06 consolidation, including travel and professional development for IT staff, and items not previously identified such as state data center costs, IT maintenance, and other IT expenses remaining in agency core budgets.</li><li>- Department of Revenue, which was not consolidated in FY 06.</li></ul> <p>The identification of the additional IT transfers was based upon FY 05 actual expenses, with input from agency IT directors and fiscal staff.</p>			
<b>3. PROGRAM LISTING (list programs included in this core funding)</b>			

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30615
<b>Division</b>	Information Technology Services Division (ITSD)		
<b>Core -</b>	IT Inter-Department Consolidated Core		

## **4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	0	0	0	0
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** These appropriations will not be consolidated until FY 07. Previous years' financial data appears in the various agencies' budgets.

## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION IT CONSOLIDATION

#### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer In	[#1243]	PS	42.80	546,142	1,252,990	0	1,799,132	IT Consolidation from the Department of Elementary and Secondary Education.
Transfer In	[#1243]	EE	0.00	174,045	771,300	71,284	1,016,629	IT Consolidation from the Department of Elementary and Secondary Education.
Transfer In	[#1294]	PS	2.20	72,454	0	0	72,454	Additional IT consolidation from the Department of Elementary and Secondary Education.
Transfer In	[#1294]	EE	0.00	104,962	1,804,569	53,596	1,963,127	Additional IT consolidation from the Department of Elementary and Secondary Education.
Transfer In	[#1572]	PS	151.08	6,293,857	89,540	0	6,383,397	IT Consolidation from the Department of Mental Health.
Transfer In	[#1572]	EE	0.00	4,597,075	2,077,582	0	6,674,657	IT Consolidation from the Department of Mental Health.
Transfer In	[#1572]	PD	0.00	500	100	0	600	IT Consolidation from the Department of Mental Health.
Transfer In	[#1574]	PS	63.17	689,177	950,842	1,026,331	2,666,350	IT Consolidation from the Department of Economic Development.
Transfer In	[#1574]	EE	0.00	76,415	2,135,596	1,843,325	4,055,336	IT Consolidation from the Department of Economic Development.
Transfer In	[#1605]	EE	0.00	47,916	884,109	573,455	1,505,480	Additional IT Consolidation from the Department of Economic Development.
Transfer In	[#1696]	PS	13.00	0	0	543,888	543,888	IT Consolidation from the Department of Insurance
Transfer In	[#1696]	EE	0.00	0	0	516,467	516,467	IT Consolidation from the Department of Insurance
Transfer In	[#1696]	PD	0.00	0	0	8,000	8,000	IT Consolidation from the Department of Insurance
Transfer In	[#1700]	PS	13.81	132,721	0	590,578	723,299	From the Department of Higher Education
Transfer In	[#1700]	EE	0.00	12,504	613	244,259	257,376	From the Department of Higher Education



## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION IT CONSOLIDATION

#### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer In	[#1720]	EE	0.00	8,700	0	7,661	16,361	Additional IT Consolidation from the Department of Higher Education.
Transfer In	[#1755]	PS	210.03	3,264,731	5,558,579	529,612	9,352,922	IT Consolidation from the Department of Social Services
Transfer In	[#1755]	EE	0.00	1,887,781	25,413,785	1,655,228	28,956,794	IT Consolidation from the Department of Social Services
Transfer In	[#1789]	PS	3.00	54,964	30,356	0	85,320	Additional IT Consolidation for the Department of Social Services.
Transfer In	[#1789]	EE	0.00	129,009	119,011	9,672	257,692	Additional IT Consolidation for the Department of Social Services.
Transfer In	[#1805]	PS	1.00	45,764	0	0	45,764	IT Consolidation from the State Tax Commission.
Transfer In	[#1805]	EE	0.00	30,553	0	0	30,553	IT Consolidation from the State Tax Commission.
Transfer In	[#1813]	PS	20.00	412,973	85,093	344,449	842,515	IT Consolidation from the Department of Public Safety
Transfer In	[#1813]	EE	0.00	213,489	152,120	598,179	963,788	IT Consolidation from the Department of Public Safety
Transfer In	[#1823]	EE	0.00	111,069	109,760	13,078	233,907	Additional IT Consolidation from the Department of Public Safety
Transfer In	[#1825]	PS	69.50	31,968	2,917,424	328,057	3,277,449	IT Consolidation from the Department of Labor and Industrial Relations
Transfer In	[#1825]	EE	0.00	10,933	1,978,475	431,059	2,420,467	IT Consolidation from the Department of Labor and Industrial Relations
Transfer In	[#1831]	EE	0.00	0	2,833,371	28,094	2,861,465	Additional IT Consolidation from the Department of Labor and Industrial Relations.
Transfer In	[#1905]	PS	121.84	1,333,126	3,861,804	482,371	5,677,301	IT Consolidation from the Department of Health and Senior Services

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION  
IT CONSOLIDATION**

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer In	[#1905]	EE	0.00	602,972	6,098,157	469,497	7,170,626	IT Consolidation from the Department of Health and Senior Services
Transfer In	[#1905]	PD	0.00	0	250,000	0	250,000	IT Consolidation from the Department of Health and Senior Services
Transfer In	[#1918]	PS	20.01	522,985	152,527	119,112	794,624	Additional IT Consolidation from the Department of Health and Senior Services
Transfer In	[#1918]	EE	0.00	63,572	2,533,418	564,819	3,161,809	Additional IT Consolidation from the Department of Health and Senior Services
Transfer In	[#1949]	PS	11.50	281,320	77,584	116,739	475,643	IT Consolidation from the Department of Agriculture
Transfer In	[#1949]	EE	0.00	223,015	74,790	105,448	403,253	IT Consolidation from the Department of Agriculture
Transfer In	[#1951]	PS	0.00	0	24,018	0	24,018	Additional IT Consolidation from the Department of Agriculture
Transfer In	[#2020]	PS	141.85	4,931,290	0	929,216	5,860,506	IT Consolidation from the Department of Revenue.
Transfer In	[#2020]	EE	0.00	3,402,858	0	71,050	3,473,908	IT Consolidation from the Department of Revenue.
Transfer In	[#2021]	PS	85.56	565,782	821,650	2,216,798	3,604,230	IT Consolidation from the Department of Natural Resources.
Transfer In	[#2021]	EE	0.00	34,565	1,618,191	3,983,026	5,635,782	IT Consolidation from the Department of Natural Resources.
Transfer In	[#2044]	PS	55.79	2,289,230	0	43,152	2,332,382	IT Consolidation from the Department of Corrections
Transfer In	[#2044]	EE	0.00	3,668,905	2,872	154,147	3,825,924	IT Consolidation from the Department of Corrections
Transfer In	[#2047]	PS	1.00	0	26,808	0	26,808	Additional IT Consolidation from the Department of Corrections
Transfer In	[#2047]	EE	0.00	1,386,043	210,965	31,463	1,628,471	Additional IT Consolidation from the Department of Corrections
Transfer In	[#3404]	PS	7.00	177,876	0	46,392	224,268	IT Consolidation from the Department of Revenue.

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**

**IT CONSOLIDATION**

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer In	[#3404]	EE	0.00	473,025	1,241,140	2,204,656	3,918,821	IT Consolidation from the Department of Revenue.
Core Reallocation	[#2757]	EE	0.00	0	3,062	13,000	16,062	From OA's IT Consolidation appropriation for Assistive Technology (transferred to DESE).
<b>NET DEPARTMENT CHANGES</b>			<b>1,034.14</b>	<b>38,906,266</b>	<b>66,162,201</b>	<b>20,967,158</b>	<b>126,035,625</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	1,034.14	21,646,360	15,815,640	7,350,270	44,812,270	
		EE	0.00	17,259,406	50,062,886	13,642,463	80,964,755	
		PD	0.00	500	250,100	8,000	258,600	
		<b>Total</b>	<b>1,034.14</b>	<b>38,906,266</b>	<b>66,128,626</b>	<b>21,000,733</b>	<b>126,035,625</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Transfer In	[#3826]	EE	0.00	4,489,931	7,991	669,548	5,167,470	
Transfer In	[#3826]	PD	0.00	2,308,886	0	0	2,308,886	
Core Reduction	[#3638]	PS	(19.10)	(261,913)	(233,388)	0	(495,301)	Governor Reduction.
Core Reduction	[#3638]	EE	0.00	(3,285,019)	0	0	(3,285,019)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>			<b>(19.10)</b>	<b>3,251,885</b>	<b>(225,397)</b>	<b>669,548</b>	<b>3,696,036</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	1,015.04	21,384,447	15,582,252	7,350,270	44,316,969	
		EE	0.00	18,464,318	50,070,877	14,312,011	82,847,206	
		PD	0.00	2,309,386	250,100	8,000	2,567,486	
		<b>Total</b>	<b>1,015.04</b>	<b>42,158,151</b>	<b>65,903,229</b>	<b>21,670,281</b>	<b>129,731,661</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30615	<b>DEPARTMENT:</b> Office Of Administration
<b>BUDGET UNIT NAME:</b> IT Consolidation	<b>DIVISION:</b> Information Technology Services Division

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

It is requested that 50% of all funding sources be designated as Flexible PS/EE, as it was in FY 06.

This flexibility is request to help manage the IT consolidation through the first year that all appropriations will be in the Office of Administration , Information Technology Services Division.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Request	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
IT Consolidation (all funds)	PS	\$44,812,270	50%	\$22,406,135		PS	\$44,316,969	50%	\$22,158,485
	E&E	\$80,964,755	50%	\$40,482,378		E&E	\$82,847,206	50%	\$41,423,603
	PSD	<u>\$258,600</u>	<u>50%</u>	<u>\$129,300</u>		PSD	<u>\$2,567,486</u>	<u>50%</u>	<u>\$1,283,743</u>
<i>Total Request</i>		\$126,035,625	50%	\$63,017,813	<i>Total Gov. Rec.</i>		\$129,731,661	50%	\$64,865,831

### FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30615	<b>DEPARTMENT:</b> Office Of Administration
<b>BUDGET UNIT NAME:</b> IT Consolidation	<b>DIVISION:</b> Information Technology Services Division

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
N/A	Dependent on any additional withholding for FY06, and opporutnies resulting from consolidation that can result in efficiencies and/oradditional savings.	Dependent on any additional withholdings and opporutnies resulting from consolidation that can result in efficiencies and/or additional savings.

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Yes, approved. None used to date.	Yes-50% approved in FY06. Appropriations are in the various departments budgets in FY 06.

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	0	0.00	0	0.00	122,483	4.13	122,483	4.13
SR OFC SUPPORT ASST (STENO)	0	0.00	0	0.00	51,276	2.00	51,276	2.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	116,210	4.93	116,210	4.93
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	276,744	9.67	276,744	9.67
DATA CONTROL CLERK I	0	0.00	0	0.00	19,932	1.00	19,932	1.00
DATA CONTROL CLERK II	0	0.00	0	0.00	27,636	1.00	27,636	1.00
EDP SCHEDULER	0	0.00	0	0.00	231,144	8.00	231,144	8.00
COMPUTER SUPPORT SVCS SPV	0	0.00	0	0.00	36,444	1.00	36,444	1.00
INFORMATION SUPPORT COOR	0	0.00	0	0.00	171,228	5.80	146,844	4.11
COMPUTER OPER I	0	0.00	0	0.00	26,292	1.00	26,292	1.00
COMPUTER OPER II	0	0.00	0	0.00	86,016	3.00	86,016	3.00
COMPUTER OPER III	0	0.00	0	0.00	30,840	1.00	30,840	1.00
COMPUTER OPERATIONS SPV I	0	0.00	0	0.00	32,580	1.00	32,580	1.00
COMPUTER OPERATIONS SPV II	0	0.00	0	0.00	46,356	1.00	46,356	1.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	442,352	15.25	136,881	4.22
COMPUTER INFO TECHNOLOGIST I	0	0.00	0	0.00	2,976,756	93.75	2,811,310	87.37
COMPUTER INFO TECHNOLOGIST II	0	0.00	0	0.00	3,572,795	96.42	3,572,795	96.42
COMPUTER INFO TECHNOLOGIST III	0	0.00	0	0.00	13,733,793	327.65	13,733,793	327.65
COMPUTER INFO SPEC IV	0	0.00	0	0.00	45,963	1.00	45,963	1.00
COMPUTER INFO TECH SUPV I	0	0.00	0	0.00	1,382,646	28.00	1,382,646	28.00
COMPUTER INFO TECH SUPV II	0	0.00	0	0.00	2,324,203	41.26	2,324,203	41.26
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	8,577,086	178.17	8,577,086	178.17
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	3,252,991	56.60	3,252,991	56.60
COMPUTER INFO TECH SPEC III	0	0.00	0	0.00	365,294	5.95	365,294	5.95
COMP INFO TECHNOLOGY MGR II	0	0.00	0	0.00	264,996	4.00	264,996	4.00
COMP INFO TECHNOLOGY MGR I	0	0.00	0	0.00	742,994	12.25	742,994	12.25
PROCUREMENT OFCR I	0	0.00	0	0.00	42,756	1.00	42,756	1.00
ACCOUNT CLERK II	0	0.00	0	0.00	9,546	0.37	9,546	0.37
ACCOUNTANT II	0	0.00	0	0.00	81,288	2.00	81,288	2.00
TRAINING TECH III	0	0.00	0	0.00	20,838	0.50	20,838	0.50
EXECUTIVE I	0	0.00	0	0.00	36,444	1.00	36,444	1.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	0	0.00	39,288	1.00	39,288	1.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
IT CONSOLIDATION								
CORE								
PERSONNEL CLERK	0	0.00	0	0.00	28,260	1.00	28,260	1.00
TELECOMMUN TECH I	0	0.00	0	0.00	26,808	1.00	26,808	1.00
TELECOMMUN TECH II	0	0.00	0	0.00	32,580	1.00	32,580	1.00
TELECOMMUN ANAL III	0	0.00	0	0.00	39,288	1.00	39,288	1.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	88,968	2.00	88,968	2.00
PROGRAM COORDINATOR MH HLTH	0	0.00	0	0.00	50,340	1.00	50,340	1.00
GEOGRAPHIC INFO SYS TECH I	0	0.00	0	0.00	30,288	1.00	30,288	1.00
GEOGRAPHIC INFO SYS TECH II	0	0.00	0	0.00	36,444	1.00	36,444	1.00
GEOGRAPHIC INFO SYS ANALYST	0	0.00	0	0.00	189,313	5.00	189,313	5.00
GEOGRAPHIC INFO SYS SPECIALIST	0	0.00	0	0.00	221,428	5.05	221,428	5.05
GEOGRAPHIC INFO SYS COORDINATR	0	0.00	0	0.00	59,532	1.00	59,532	1.00
CASEWORKER	0	0.00	0	0.00	59,028	2.00	59,028	2.00
SERVICE MANAGER I	0	0.00	0	0.00	63,972	2.00	63,972	2.00
FISCAL & ADMINISTRATIVE MGR B2	0	0.00	0	0.00	57,600	1.00	57,600	1.00
DESIGNATED PRINCIPAL ASST DEPT	0	0.00	0	0.00	294,824	4.00	294,824	4.00
DIVISION DIRECTOR	0	0.00	0	0.00	70,144	1.00	70,144	1.00
DEPUTY DIVISION DIRECTOR	0	0.00	0	0.00	64,200	1.00	64,200	1.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	347,808	6.00	347,808	6.00
PROJECT SPECIALIST	0	0.00	0	0.00	63,164	0.98	63,164	0.98
CLERK	0	0.00	0	0.00	257,719	5.50	257,719	5.50
COMPUTER OPERATOR	0	0.00	0	0.00	69,598	2.00	69,598	2.00
DATA PROCESSOR TECHNICAL	0	0.00	0	0.00	51,551	1.66	51,551	1.66
DATA PROCESSOR PROFESSIONAL	0	0.00	0	0.00	58,528	1.00	58,528	1.00
DATA PROCESSING CONSULTANT	0	0.00	0	0.00	71,308	0.60	71,308	0.60
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	37,443	1.52	37,443	1.52
SPECIAL ASST OFFICIAL & ADMSTR	0	0.00	0	0.00	27,477	0.53	27,477	0.53
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.00	303,681	5.21	303,681	5.21
SPECIAL ASST TECHNICIAN	0	0.00	0	0.00	66,720	2.00	66,720	2.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	0	0.00	143,100	4.00	143,100	4.00
OTHER	0	0.00	0	0.00	35,973	0.58	35,973	0.58
COMP INFO TECH I	0	0.00	0	0.00	400,903	12.00	400,903	12.00
COMP INFO TECH II	0	0.00	0	0.00	363,561	9.00	363,561	9.00

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>CORE</b>								
COMP INFO TECH III	0	0.00	0	0.00	201,805	5.00	201,805	5.00
COMP INFO TECH SPEC I	0	0.00	0	0.00	439,354	10.00	439,354	10.00
COMP INFO TECH SPEC II	0	0.00	0	0.00	83,328	2.00	83,328	2.00
MANAGER OF INFO TECH	0	0.00	0	0.00	192,100	3.00	192,100	3.00
CUSTODIAL WORKER I	0	0.00	0	0.00	47,687	1.00	47,687	1.00
CHIEF INFORMATION OFFICER	0	0.00	0	0.00	69,216	1.00	69,216	1.00
DIRECTOR	0	0.00	0	0.00	56,148	1.00	56,148	1.00
ASST DIRECTOR	0	0.00	0	0.00	40,524	1.00	40,524	1.00
SUPERVISOR	0	0.00	0	0.00	35,124	1.00	35,124	1.00
ADMIN ASST II	0	0.00	0	0.00	24,924	1.00	24,924	1.00
COMPUTER INFO TECH I	0	0.00	0	0.00	160,789	3.23	160,789	3.23
DATA SERVICES SPECIALIST	0	0.00	0	0.00	26,029	1.00	26,029	1.00
COMPUTER SYSTEMS ASSOCIATE	0	0.00	0	0.00	31,425	0.54	31,425	0.54
COMPUTER INFO SPECIALIST II	0	0.00	0	0.00	290,178	4.50	290,178	4.50
DATA PROCESSING SPEC II	0	0.00	0	0.00	43,666	1.00	43,666	1.00
PROGRAMMER ANALYST	0	0.00	0	0.00	171,212	3.54	171,212	3.54
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>44,812,270</b>	<b>1,034.14</b>	<b>44,316,969</b>	<b>1,015.04</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	417,656	0.00	417,656	0.00
TRAVEL, OUT-OF-STATE	0	0.00	0	0.00	124,317	0.00	172,017	0.00
FUEL & UTILITIES	0	0.00	0	0.00	51,266	0.00	51,266	0.00
SUPPLIES	0	0.00	0	0.00	919,463	0.00	972,487	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	739,004	0.00	812,004	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	7,240,238	0.00	7,252,515	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	37,657,160	0.00	39,164,725	0.00
JANITORIAL SERVICES	0	0.00	0	0.00	20,434	0.00	20,434	0.00
M&R SERVICES	0	0.00	0	0.00	8,410,778	0.00	8,565,220	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	24,086,186	0.00	24,120,629	0.00
MOTORIZED EQUIPMENT	0	0.00	0	0.00	8,692	0.00	8,692	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	74,297	0.00	74,297	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	57,596	0.00	57,596	0.00
PROPERTY & IMPROVEMENTS	0	0.00	0	0.00	5,331	0.00	5,331	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	0	0.00	28,278	0.00	28,278	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
IT CONSOLIDATION								
CORE								
EQUIPMENT RENTALS & LEASES	0	0.00	0	0.00	982,475	0.00	982,475	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	141,295	0.00	141,295	0.00
REBILLABLE EXPENSES	0	0.00	0	0.00	289	0.00	289	0.00
TOTAL - EE	0	0.00	0	0.00	80,964,755	0.00	82,847,206	0.00
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	200,000	0.00	2,508,886	0.00
DEBT SERVICE	0	0.00	0	0.00	58,600	0.00	58,600	0.00
TOTAL - PD	0	0.00	0	0.00	258,600	0.00	2,567,486	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$126,035,625	1,034.14	\$129,731,661	1,015.04
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$38,906,266	503.23	\$42,158,151	493.13
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$66,128,626	359.42	\$65,903,229	350.42
OTHER FUNDS	\$0	0.00	\$0	0.00	\$21,000,733	171.49	\$21,670,281	171.49

<b>Department</b> Office of Administration	<b>Budget Unit:</b> <u>30615</u>
<b>Division</b> Information Technology Services Division	
<b>DI Name</b> DMH Inc Federal Fund Authority	<b>DI#:</b> 1300021

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	1,036,786	0	1,036,786	EE	0	1,036,786	0	1,036,786
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>1,036,786</b>	<b>0</b>	<b>1,036,786</b>	<b>Total</b>	<b>0</b>	<b>1,036,786</b>	<b>0</b>	<b>1,036,786</b>
<hr/>					<hr/>				
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: \_\_\_\_\_

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

New Legislation		New Program		Supplemental
Federal Mandate	<b>X</b>	Program Expansion	<b>X</b>	Cost to Continue
GR Pick-Up		Space Request	<b>X</b>	Equipment Replacement
Pay Plan		Other: _____		

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Program Expansion - CIMOR has been intended to be a total consumer, provider, services, and funding system with additional functionality to support clinical operations. The full release of CIMOR has limited clinical functionality. There is a need to continue to enhance CIMOR to support such functions as clinical scheduling, treatment planning, assessments, physician order entry, etc. The first functional areas (about 20%) of CIMOR are in production and full production is scheduled for the end of FY06. Development and deployment have been difficult because of contract, technical, and business challenges, as well as funding shortfalls. Ongoing maintenance and adding clinical functionality to CIMOR will require funding levels closer to those initially planned. This request will allow us to gradually add some of this functionality.

Cost to Continue - Original CIMOR plans called for a total DMH IT E&E budget of \$12.2M per year from FY04 on. The lack of additional appropriations and budget cuts have reduced actual E&E funding to about \$6.6M. There will be ongoing costs beyond our current resource level, to maintain and replace hardware and software licensing.

Equipment Replacement - DMH IT has not had funding to provide for timely replacement of servers and PCs needed to support CIMOR and all other DMH IT operations.

**NEW DECISION ITEM**  
**RANK:** 11 **OF** 11

<b>Department</b> Office of Administration	<b>Budget Unit:</b> 30615
<b>Division</b> Information Technology Services Division	
<b>DI Name</b> DMH Inc Federal Fund Authority	<b>DI#:</b> 1300021

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

As a result of the IT Consolidation and the ability to generate additional federal earnings for Medicaid Administration from the costs of facility-based IT staff, increase federal authority is needed. As shown below, the ration of revenues to total IT expenditures has increase and sufficient federal authority is being requested.

FY 2007 Projected Revenues	\$3,043,477
Current Available Authority	(2,006,691)
Additional Authority Needed	\$1,036,786

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services (BOBC 400)			250,000				250,000		
Computer Equipment (BOBC 480)			786,786				786,786		
							0		
							0		
<b>Total EE</b>	0		1,036,786		0		1,036,786		0
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	1,036,786	0.0	0	0.0	1,036,786	0.0	0

## NEW DECISION ITEM

RANK: 11 OF 11

<b>Department</b> Office of Administration		<b>Budget Unit:</b> 30615							
<b>Division</b> Information Technology Services Division									
<b>DI Name</b> DMH Inc Federal Fund Authority		<b>DI#:</b> 1300021							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Professional Services (BOBC 400)			250,000				0		
Computer Equipment (BOBC 480)			786,786				250,000		
							786,786		
							0		
<b>Total EE</b>	<u>0</u>		<u>1,036,786</u>		<u>0</u>		<u>1,036,786</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>1,036,786</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>1,036,786</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK:** 11 **OF** 11

<b>Department</b> Office of Administration	<b>Budget Unit:</b> <u>30615</u>
<b>Division</b> Information Technology Services Division	
<b>DI Name</b> DMH Inc Federal Fund Authority	<b>DI#:</b> 1300021

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Number of DMH employees able to access centralized data

	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>
Projected	600	1,000	1,000	1,000	1,500	2,000
Actual	528	686	750			

Number of DMH providers able to access centralized data

	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>
Projected	200	1,500	1,500	1,500	1,500	1,500
Actual	1,423	1,310	1,310			

Number of on-line reports available to DMH management and staff

	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>
Projected	250	300	300	350	400	400
Actual	209	256	290			

**6b. Provide an efficiency measure.**

Percent of IT funds to total Department funding

	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006 Proj.</b>	<b>FY 2007 Proj.</b>
	0.95%	1.16%	1.07%	1.34%	(1)
IT Funding	\$6,490,172	\$10,881,597	\$10,478,647	\$13,090,005	(1)
Department-DMH	\$684,243,879	\$936,671,789	\$980,407,015	\$978,292,503	

(1) In FY 2007, IT funding is being transferred to Office of Administration.

**6c. Provide the number of clients/individuals served, if applicable.**

N/A

**6d. Provide a customer satisfaction measure, if available.**

N/A

## NEW DECISION ITEM

RANK: 11OF 11**Department** Office of Administration**Budget Unit:** 30615**Division** Information Technology Services Division**DI Name** DMH Inc Federal Fund Authority**DI#:** 1300021**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

1. Maintain and enhance CIMOR after full deployment.
2. Maintain and replace hardware, software, and other IT assets needed to support CIMOR and other DMH IT services.
3. Continue to build the CIMOR Data Warehouse and provide tools and access for a wide range of stakeholders.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
DMH Inc Federal Fund Authority - 1300021								
PROFESSIONAL SERVICES	0	0.00	0	0.00	250,000	0.00	250,000	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	786,786	0.00	786,786	0.00
TOTAL - EE	0	0.00	0	0.00	1,036,786	0.00	1,036,786	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,036,786</b>	<b>0.00</b>	<b>\$1,036,786</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$1,036,786	0.00	\$1,036,786	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

<b>Department</b> Office of Administration	<b>Budget Unit</b> <u>30615</u>
<b>Division</b> Information Technology Services Division	
<b>DI Name</b> DPS Elevator Safety Program Software Implementation	<b>DI#</b> 1300025

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	45,000	45,000	EE	0	0	45,000	45,000
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>45,000</b>	<b>45,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>45,000</b>	<b>45,000</b>
<hr/>					<hr/>				
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<hr/>					<hr/>				
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Elevator Safety Fund (0257)

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The elevator safety program is responsible for enforcing nationally recognized safety standards for the maintenance, inspection, testing and operation of all elevator equipment. New elevator equipment installations, as well as modifications/alterations to existing equipment, are required to comply with a plan review process based upon nationally recognized standards through the Division and a permit issued before such work begins. This program also has regulatory authority over the issuance of state licenses to qualified elevator inspectors performing inspections within the State. Periodic quality control reviews are conducted by Division staff to ensure licensed inspectors are performing thorough and adequate inspections per state law and regulations. The program is charged with enforcing safety rules and regulations, the collection of prescribed fees, the registration and permitting of all elevator equipment and the processing and issuance of variance requests to elevator equipment. Division staff also conduct required annual training for state licensed elevator inspectors. This program is overseen by the Governor-appointed Elevator Safety Board. Fees collected are deposited into the Elevator Safety Fund (0257) to support the functions of the program and are swept biennially to GR.



**NEW DECISION ITEM**

RANK: 11 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>30615</u>
<b>Division</b>	Information Technology Services Division		
<b>DI Name</b>	DPS Elevator Safety Program Software Implementation	<b>DI#</b>	<u>1300025</u>

**3. WHY IS THIS FUNDING NEEDED, cont?**

In order to administer the Elevator Safety Program as intended by law, as well as address several issues mentioned in the November 2002 Audit Report, the Division of Fire Safety is requesting funding to implement a computer system for the Unit. This system will allow the Unit to take advantage of the vast capabilities of web-based processing. This will allow Field Inspectors and state-licensed Inspectors to enter data directly into the system. Because the data will be entered by many individuals (appx. 60) instead of just one, the accounting process will be performed in a more timely manner. Currently, it is a 60-day turn around from the time of the inspection, to when the inspection report is received in our office, reviewed, entered into the system, and the facility finally billed. With the use of a web-based system, staff will be able to invoice within 15 days of the inspection, thereby generating an additional \$40,000 annually to the fund.

Perhaps more important than increased revenues and cost savings, however, will be the improved management of units in the territories assigned to inspectors. The individual inspector will have immediate access to information concerning facilities operating units with deficiencies, be able to actively search for unregistered elevators within their territories, review the quality of inspections performed by state-licensed inspectors, and ensure more timely inspections are conducted. Each of these initiatives ultimately effects the safety of our public and improves the efficiency of the program.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The Division of Fire Safety views this request as a proactive movement. In order to achieve such strides within the Unit without the use of an enhanced system, the Division would need to hire a minimum of two additional FTE to provide similar services. As mentioned throughout this request, the new system will provide for an effectively managed unit, increase revenues brought into the fund, and provide for a safer environment for the citizens of Missouri.

## NEW DECISION ITEM

RANK: 11 OF 11

<b>Department</b>	Office of Administration				<b>Budget Unit</b>	30615			
<b>Division</b>	Information Technology Services Division								
<b>DI Name</b>	DPS Elevator Safety Program Software Implementation				<b>DI#</b>	1300025			

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Communications (340)					1,500		1,500		
Professional Services (400)					2,600		2,600		800
Maintenance & Repair (430)					2,075		2,075		
Computer Equipment (480)					38,825		38,825		38,825
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>45,000</u>		<u>45,000</u>		<u>39,625</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>45,000</u>	<u>0.0</u>	<u>45,000</u>	<u>0.0</u>	<u>39,625</u>

**NEW DECISION ITEM**  
**RANK:** 11 **OF** 11

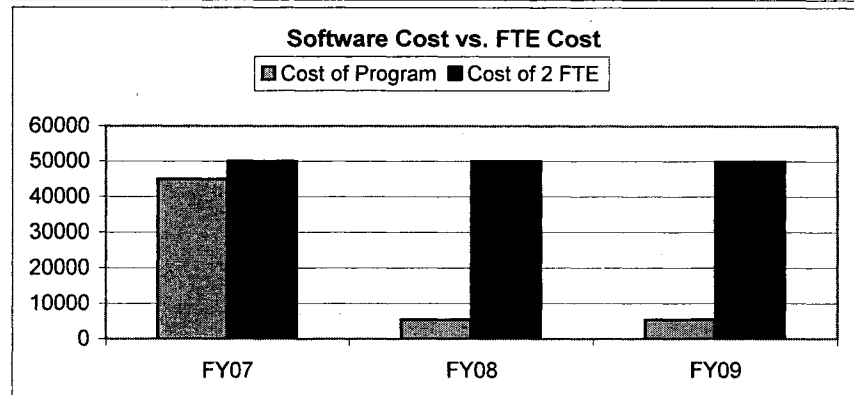
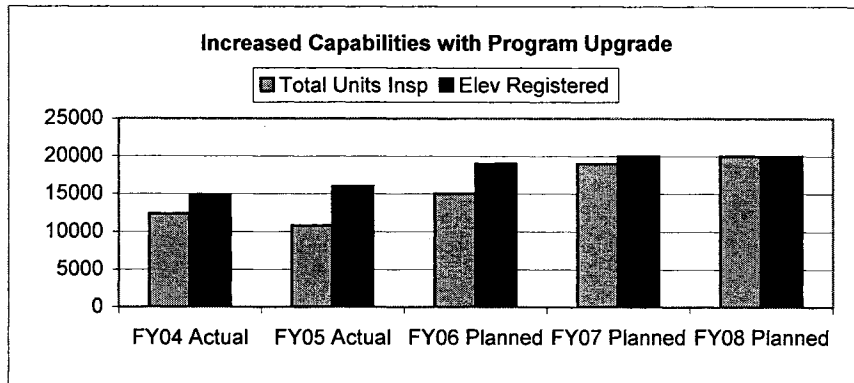
<b>Department</b>	Office of Administration				<b>Budget Unit</b>	30615			
<b>Division</b>	Information Technology Services Division								
<b>DI Name</b>	DPS Elevator Safety Program Software Implementation				<b>DI#</b>	1300025			
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
<b>Budget Object Class/Job Class</b>									
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Communications (340)					1,500		1,500		
Professional Services (400)					2,600		2,600		800
Maintenance & Repair (430)					2,075		2,075		
Computer Equipment (480)					38,825		38,825		38,825
<b>Total EE</b>	0		0		45,000		45,000		39,625
Program Distributions							0		
<b>Total PSD</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	45,000	0.0	45,000	0.0	39,625

<b>Department</b> Office of Administration	<b>Budget Unit</b> 30615
<b>Division</b> Information Technology Services Division	
<b>DI Name</b> DPS Elevator Safety Program Software Implementation	<b>DI#</b> 1300025

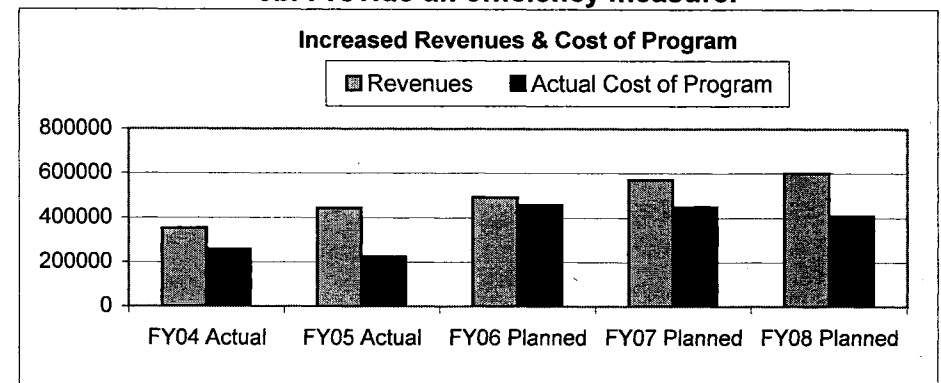
**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

Should this decision item be funded.

**6a. Provide and effectiveness measure**



**6b. Provide an efficiency measure.**



**6c. Provide the number of clients/individuals served.**

This program serves over 6000 equipment owners, 60 licensed inspectors, and the citizens of Missouri annually.

**6d. Customer Satisfaction**

Enhanced program will lead to increased customer

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Implementation of an enhanced, web-based software program will provide for an effectively managed unit, increase revenues brought into the fund, and provide for a safer environment for the citizens of Missouri.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>IT CONSOLIDATION</b>								
<b>DPS Elevator Safety Software - 1300025</b>								
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	1,500	0.00	1,500	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	2,600	0.00	2,600	0.00
M&R SERVICES	0	0.00	0	0.00	2,075	0.00	2,075	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	38,825	0.00	38,825	0.00
TOTAL - EE	0	0.00	0	0.00	45,000	0.00	45,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$45,000</b>	<b>0.00</b>	<b>\$45,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$45,000	0.00	\$45,000	0.00

<b>Department</b> Office of Administration	<b>Budget Unit:</b> <u>30615</u>
<b>Division</b> Information Technology Services Division	
<b>DI Name</b> DOR Hwy Collections MV/DL Inv Costs	<b>DI#:</b> 1300039

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	3,419,384	0	0	3,419,384
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Total</b>	<b>3,419,384</b>	<b>0</b>	<b>0</b>	<b>3,419,384</b>
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input checked="" type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

The Department of Revenue's core general revenue request to fund motor vehicle and driver license inventory costs associated with law enforcement for FY 2006 was not fully funded. The department will need this level of funding in order to pay for the information technology related portion of motor vehicle license plates, tabs, and decals; driver license and identification card issuance costs; mailing costs, and publication costs of the Missouri Driver Guide.

**NEW DECISION ITEM**  
**RANK:** 11 **OF** 11

<b>Department</b> Office of Administration	<b>Budget Unit:</b> <u>30615</u>																																																																																																														
<b>Division</b> Information Technology Services Division																																																																																																															
<b>DI Name</b> DOR Hwy Collections MV/DL Inv Costs <b>DI#:</b> 1300039																																																																																																															
<p><b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b></p> <p>Costs are projected for FY 2007 based upon historical information, adjusting for any price increases or volume changes.</p>																																																																																																															
<p><b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Object Class/Job Class</th> <th style="text-align: center;">Dept Req GR DOLLARS</th> <th style="text-align: center;">Dept Req GR FTE</th> <th style="text-align: center;">Dept Req FED DOLLARS</th> <th style="text-align: center;">Dept Req FED FTE</th> <th style="text-align: center;">Dept Req OTHER DOLLARS</th> <th style="text-align: center;">Dept Req OTHER FTE</th> <th style="text-align: center;">Dept Req TOTAL DOLLARS</th> <th style="text-align: center;">Dept Req TOTAL FTE</th> <th style="text-align: center;">Dept Req One-Time DOLLARS</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td><b>Total PS</b></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td><b>Total EE</b></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Program Distributions</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td><b>Total PSD</b></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td><b>Grand Total</b></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> </tr> </tbody> </table>		Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS								0	0.0									0	0.0		<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0								0										0										0			<b>Total EE</b>	0		0		0		0		0	Program Distributions							0			<b>Total PSD</b>	0		0		0		0		0	<b>Grand Total</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS																																																																																																						
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**NEW DECISION ITEM**  
**RANK:** 11 **OF** 11

<b>Department</b> Office of Administration			<b>Budget Unit:</b> <u>30615</u>						
<b>Division</b> Information Technology Services Division									
<b>DI Name</b> DOR Hwy Collections MV/DL Inv Costs			<b>DI#:</b> 1300039						
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Supplies (BOBC 190)	2,936,910						2,936,910		
Professional Services (BOBC 400)	482,474						482,474		
							0		
<b>Total EE</b>	<u>3,419,384</u>		<u>0</u>		<u>0</u>		<u>3,419,384</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>3,419,384</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>3,419,384</u>	<u>0.0</u>	<u>0</u>
<b>6. PERFORMANCE MEASURES</b> (If new decision item has an associated core, separately identify projected performance with & without additional funding.)									
<b>6a. Provide an effectiveness measure.</b> N/A					<b>6b. Provide an efficiency measure.</b> N/A				
<b>6c. Provide the number of clients/individuals served, if applicable.</b> N/A					<b>6d. Provide a customer satisfaction measure, if available.</b>  N/A				
<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>									
N/A									



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
IT CONSOLIDATION								
HWY COLLECTIONS MV/DL INV COST - 1300039								
SUPPLIES	0	0.00	0	0.00	0	0.00	2,936,910	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	0	0.00	482,474	0.00
TOTAL - EE	0	0.00	0	0.00	0	0.00	3,419,384	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$0	0.00	\$3,419,384	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$3,419,384	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>TELECOM REVOLVING FUND</b>								
<b>CORE</b>								
<b>EXPENSE &amp; EQUIPMENT</b>								
OA REVOLVING ADMINISTRATIVE TR	28,011,047	0.00	33,995,000	0.00	33,995,000	0.00	33,995,000	0.00
TOTAL - EE	28,011,047	0.00	33,995,000	0.00	33,995,000	0.00	33,995,000	0.00
<b>PROGRAM-SPECIFIC</b>								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL - PD	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
<b>TOTAL</b>	<b>28,011,047</b>	<b>0.00</b>	<b>34,000,000</b>	<b>0.00</b>	<b>34,000,000</b>	<b>0.00</b>	<b>34,000,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$28,011,047</b>	<b>0.00</b>	<b>\$34,000,000</b>	<b>0.00</b>	<b>\$34,000,000</b>	<b>0.00</b>	<b>\$34,000,000</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30620
<b>Division</b>	Information Technology Services Division		
<b>Core</b>	Telecommunications		

## 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	33,995,000	33,995,000 E	EE	0	0	33,995,000	33,995,000 E
PSD	0	0	5,000	5,000 E	PSD	0	0	5,000	5,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>34,000,000</b>	<b>34,000,000 E</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>34,000,000</b>	<b>34,000,000 E</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

Other Funds: OA Revolving Administrative Trust Fund (0505)

## 2. CORE DESCRIPTION

This decision item is the FY06 Telecommunications core request for Office of Administration, Division of Information Services. Estimated Revolving Fund Expense and Equipment is \$34 million (E). This core request pays the State's telecommunications bills and no FTE's are included in this core request. An estimated (E) amount is needed since agency utilization of the telecommunications network will vary.

Detailed costs are provided in the annual Telecommunication Cost Allocation Plan. All costs are Revolving Administrative Trust Fund (RATF). The FY06 Cost Allocation Plan is estimated to be \$30,083,266. The cost estimates are based upon historical actual costs and projected utilization of the State network. The expenses incurred are primarily for Budget Class 760 – Rebillable Expenses, which are paid to various telecommunication vendors who provide services for the network. These expenses are then reimbursed by agency billings through the RATF.

The Telecommunications Core Request enables the Division of Information Services to pay for Telecommunications services incurred by state agencies. Through this core request, the Division will continue to provide quality telephone and data network services to state agencies. By being able to acquire service from vendors at a quantity discounted rate, the division is able to provide excellent services at a reduced rate to state agencies. The monies requested through this core decision are used to pay the State's telephone bills. Agencies are then billed for their usage and the Revolving Administrative Trust fund is reimbursed.

Telecommunication services provided through this decision item are critical to the day-to-day operations of all state agencies. Not funding this decision item would not allow the State to pay its phone and data line bills. State phone line rates (Centrex Line and Plexar Access Line Rates) provided through this funding are lower than what an individual business line would cost an agency if an agency procured phone service on its own. The actual cost to any agency would vary by location

# **CORE DECISION ITEM**

**Department** Office of Administration  
**Division** Information Technology Services Division  
**Core** Telecommunications

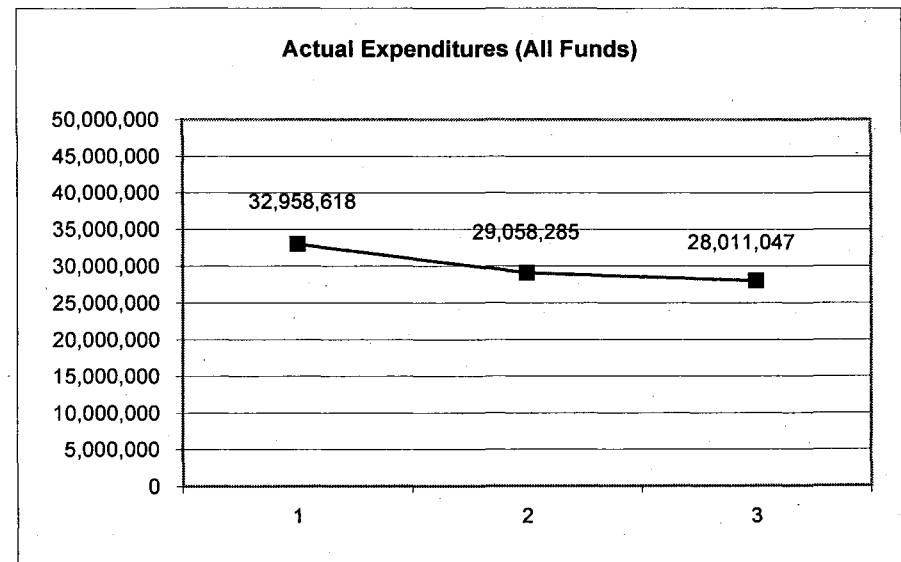
**Budget Unit** 30620

## **3. PROGRAM LISTING (list programs included in this core funding)**

Telecommunications Services

## **4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Year</b>	
Appropriation (All Funds)	40,000,000	36,000,000	36,000,000	34,000,000	E
Less Reverted (All Funds)					
Budget Authority (All Funds)	40,000,000	36,000,000	36,000,000	34,000,000	
Actual Expenditures (All Funds)	32,958,618	29,058,285	28,011,047	N/A	
Unexpended (All Funds)	7,041,382	6,941,715	7,988,953	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	7,041,382	6,941,715	7,988,953	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
TELECOM REVOLVING FUND

## 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	33,995,000	33,995,000	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>34,000,000</b>	<b>34,000,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	33,995,000	33,995,000	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>34,000,000</b>	<b>34,000,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	33,995,000	33,995,000	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>34,000,000</b>	<b>34,000,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>TELECOM REVOLVING FUND</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	0	0.00	6,000	0.00	6,000	0.00
PROFESSIONAL SERVICES	9,389	0.00	115,000	0.00	0	0.00	0	0.00
M&R SERVICES	38,654	0.00	100,000	0.00	38,755	0.00	38,755	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	135,920	0.00	135,920	0.00
REBILLABLE EXPENSES	27,963,004	0.00	33,780,000	0.00	33,814,325	0.00	33,814,325	0.00
TOTAL - EE	28,011,047	0.00	33,995,000	0.00	33,995,000	0.00	33,995,000	0.00
REFUNDS	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL - PD	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
<b>GRAND TOTAL</b>	<b>\$28,011,047</b>	<b>0.00</b>	<b>\$34,000,000</b>	<b>0.00</b>	<b>\$34,000,000</b>	<b>0.00</b>	<b>\$34,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$28,011,047	0.00	\$34,000,000	0.00	\$34,000,000	0.00	\$34,000,000	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Telecommunications Services

**PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:** Information Technology Services Division Telecommunications

**1. What does this program do? Provide Telecommunication Services to State Agencies**

Telecommunications services are provided to all state agencies, and some of the colleges and universities. Services include local phone service, long distance, data circuits, voice mail, dial-up Internet service, toll free (800) lines, and other telecommunication services. Services are acquired from Telecommunication vendors through competitive bidding at quantity discounted rates. By centralization of this bidding process, the State is able to acquire services at reduced rates that would not otherwise be available to individual state agencies. Agencies are then billed by the Information Technology Services Division at rates developed annually through a Cost Allocation Plan. Agency payments are collected into the OA Revolving Administrative Trust Fund. Payments for the vendor provided services are then paid from the same fund in a consolidated manner for all state agencies.

The program exists to provide quality telephone and data network services at reduced rates. Rates are lower than what agencies could obtain individually.

The FY06 Telecommunications Cost Allocation Plan has 30.5 FTE's budgeted with a total operating budget of \$30,083,266.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Authority for operating the Telecommunications section, and the related Revolving Fund billing and administration is in Chapter 37 of the State statutes.

**3. Are there federal matching requirements? If yes, please explain.**

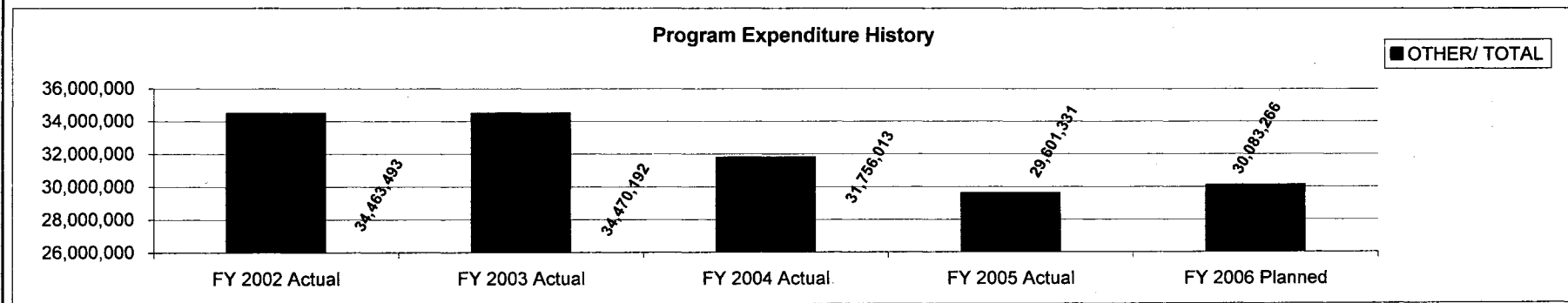
No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

The prior year amounts include Fringe Benefit and Other Transfers from the Revolving Fund. The FY 2006 Planned Expenditures is the FY06 Cost Allocation Plan expenditure amount including transfers for Fringes and Other Transfers. The actual expense will depend upon the rate of agency utilization in FY06. Historically, expenditures have been less than projected in prior years.



# PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Telecommunications Services
<b>PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:</b> Information Technology Services Division Telecommunications	

## 6. What are the sources of the "Other" funds?

OA Revolving Administrative Trust Fund. The operations of the Telecommunications program are appropriated from this fund.

## 7a. Provide an effectiveness measure.

Various Telecom billing rates are used to gauge the **cost effectiveness** of the program. A goal of having billing rates to agencies equal to or lower than the year is targeted annually. Variances to this goal may be the result of unusual fluctuation in usage or the pricing in a category in a given year. The FY 2004 and FY 2005 pricing was hampered due to the SB 675 fund sweep whereby money from the Revolving Fund were transferred to General Revenue. Over 1.1 M was transferred to General Revenue in FY04 due to HB 675 impacting the rate structure especially for FY04 and FY05. Since Telecommunications bills agencies for its services, the rate structure is a tangible measure of cost effectiveness, and efforts are made continually to reduce the cost per unit cost.

Cost Category	FY02 Rate	FY04 Rate	FY05 Rates	FY06 Rate	% Change Since FY02
Centrex or ABC Access (Local Phone Service in JC)	\$17.33	\$18.36	\$18.36	\$16.88	-3%
Long Distance Rate	\$0.0651	\$0.5690	\$0.0569	\$0.0569	-13%
Plexar Access (Local Business Line in St. Louis or KC)	\$13.68	\$11.62	\$12.19	\$12.22	-11%
Data Line (IVDN)	\$147.84	\$145.24	\$145.24	\$145.24	-2%

The FY06 Telecommunications CAP is expected to reduce billings to agencies by over \$800,000 compared to the FY05 CAP.

**Projected rates for FY07 and FY08 would be equal to FY06. That is a challenging goal since costs from providers are leveling and starting to increase again.** The billing rates to agencies help validate and measure the cost effectiveness of the Telecommunications program. The State saves significant dollars by leveraging statewide volumes and centralizing the procurement and administration of these services.

## 7b. Provide an efficiency measure.

A survey was done in July, 2004, which compared the State telecommunications billing rate to what the normal rate for a business might be. These are the types of rates agencies of the State might pay if they attempted to contract individually with Telecommunication vendors.

### Comparison of Rates Billed to Agencies in FY06 to what agencies would have to pay at Regular Business Rates.

Type of Services	State Rate	Regular Business
Local Business Line in J.C.	\$16.88	\$23.29
Local Business Line in K.C.	\$12.22	\$37.66
Local Business Line in St. Louis	\$12.22	\$41.75
Local Business Line in Springfield	\$12.22	\$33.59

The State's billing rates include features such as Call Forwarding, 3 party calls, transfer of calls.

The Regular Business rate does not include these features, which would be a significant addition

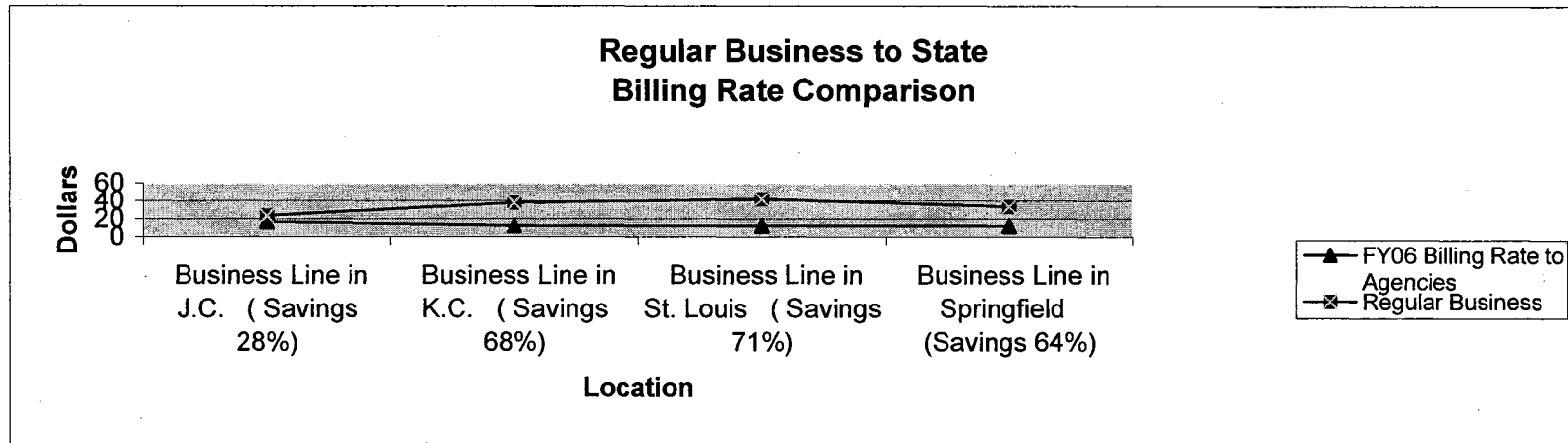


## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Telecommunications Services

**PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:** Information Technology Services Division Telecommunications



**Other Efficiency Notes (measures) regarding the Telecommunications Program that are difficult to Quantify**

**A. Savings to Agencies Paying 1 Consolidated Telecommunications Invoice**

Agencies receive 1 consolidated invoice and do not have to pay but 1 monthly amount to ITSD as opposed to an invoice for each type of service to multiple vendors. Statewide, that is a considerable savings in invoice processing for state agencies since several vendors provide services to state agencies and there are over 1,600 state entities that receive billings from ITSD each month.

**B. Agency Line Review (Audit)**

ITSD also initiated an Agency Line Review program in FY04. ITSD assisted agencies reviewing their monthly billings to identify telephone lines no longer being used due to agency budget cuts or retirements. Several department have seen substantial monthly savings from this review.

**C. State Operator Services**

The State Operator services are funded through this program. State Operators process hundreds of information calls from the public and state employees every day providing a "live" answering service to many citizens needing help in order to find answers to their questions. The operators also establish conference calls for state agencies and legislators saving travel expense and employee time.

**7c. Provide the number of clients/individuals served, if applicable.**

All State agencies are served by the Telecommunications program. On a regular monthly basis, nearly 1,600 monthly Telecom billings are distributed to State entities. The 1,600 monthly billings incorporate about 46,000 lines being billed each month. Most State employees have telephone lines or use data circuits serviced by this program.

**7d. Provide a customer satisfaction measure, if available.**

The SETAC (State Executive Telecommunication Advisory Committee) committee works with OA/ITSD on Telecommunication policies, the review of the Cost Allocation Plan and bids for services. The COMCOR committee, comprised of agency communication coordinators, provides input on services provided, vendor issues and for communication of Telecommunication procedures and policies.



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>DESIGN &amp; CONSTRUCTION - OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,259,142	33.04	630,409	16.50	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	2,261,558	46.58	2,347,425	49.50	0	0.00	0	0.00	
TOTAL - PS	3,520,700	79.62	2,977,834	66.00	0	0.00	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	130,906	0.00	144,016	0.00	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	330,851	0.00	660,575	0.00	0	0.00	0	0.00	
TOTAL - EE	461,757	0.00	804,591	0.00	0	0.00	0	0.00	
TOTAL	3,982,457	79.62	3,782,425	66.00	0	0.00	0	0.00	
GRAND TOTAL	\$3,982,457	79.62	\$3,782,425	66.00	\$0	0.00	\$0	0.00	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30735
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Design and Construction Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Note:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The core funding supporting Design and Construction staff responsible for delivering construction projects and for the energy conservation project, have been reallocated to the Facilities Management, Design and Construction Asset Management core and a separate new Energy Conservation core for FY 07.

## 3. PROGRAM LISTING (list programs included in this core funding)

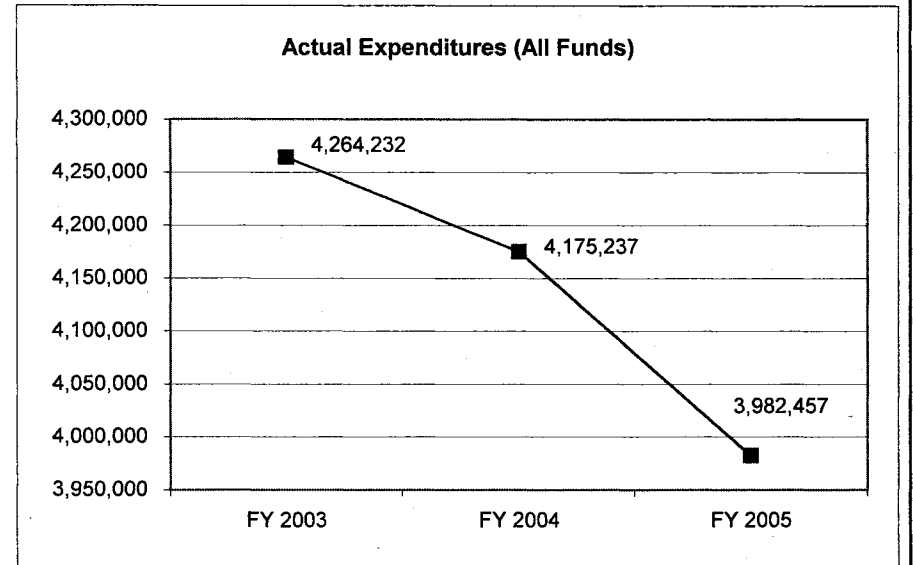
N/A

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30735
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Design and Construction Operating		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	5,031,991	4,377,609	4,399,322	3,782,425
Less Reverted (All Funds)	(263,877)	0	(149,129)	N/A
Budget Authority (All Funds)	4,768,114	4,377,609	4,250,193	N/A
Actual Expenditures (All Funds)	4,264,232	4,175,237	3,982,457	N/A
Unexpended (All Funds)	503,882	202,372	267,736	N/A
Unexpended, by Fund:				
General Revenue	22,509	10,506	98,481	N/A
Federal	0	0	0	N/A
Other	481,373	191,866	169,255	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION

## OFFICE OF ADMINISTRATION DESIGN & CONSTRUCTION - OPER

### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	66.00	630,409	0	2,347,425	2,977,834	
		EE	0.00	144,016	0	660,575	804,591	
		<b>Total</b>	<b>66.00</b>	<b>774,425</b>	<b>0</b>	<b>3,008,000</b>	<b>3,782,425</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
1x Expenditures	[#1675]	EE	0.00	0	0	(21,000)	(21,000)	From Energy Conservation
Core Reduction	[#657]	PS	(15.50)	(592,597)	0	0	(592,597)	To change fund source from GR to SFMOF. Corresponding new DI request appears in Asset Management.
Core Reduction	[#657]	EE	0.00	(144,016)	0	0	(144,016)	To change fund source from GR to SFMOF. Corresponding new DI request appears in Asset Management.
Core Reduction	[#663]	EE	0.00	0	0	(271,335)	(271,335)	From Energy Conservation due to an unknown spending level.
Core Reduction	[#2165]	PS	(1.00)	0	0	0	0	Core cut fiscal and administrative mgr. position.
Core Reallocation	[#658]	PS	0.00	(37,812)	0	0	(37,812)	CI Analyst to the Division of Budget & Planning.
Core Reallocation	[#660]	PS	(49.50)	0	0	(2,347,425)	(2,347,425)	To Asset Management SFMOF appropriation.
Core Reallocation	[#660]	EE	0.00	0	0	(368,239)	(368,239)	To Asset Management SFMOF appropriation.
Core Reallocation	[#1536]	EE	0.00	0	0	(1)	(1)	Energy Conservation to a new budget unit under Facilities Management, Design and Construction.
<b>NET DEPARTMENT CHANGES</b>			<b>(66.00)</b>	<b>(774,425)</b>	<b>0</b>	<b>(3,008,000)</b>	<b>(3,782,425)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	0.00	0	0	0	0	

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**DESIGN & CONSTRUCTION - OPER**

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**5. CORE RECONCILIATION**

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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	0	0	0	
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>DESIGN &amp; CONSTRUCTION - OPER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	25,510	1.04	25,068	1.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	14,071	0.71	22,992	1.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	91,154	3.92	97,827	3.00	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST I	25,592	0.82	0	0.00	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST II	5,632	0.17	0	0.00	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST III	38,589	0.90	0	0.00	0	0.00	0	0.00
COMPUTER INFO TECH SPEC I	50,084	1.00	0	0.00	0	0.00	0	0.00
ACCOUNT CLERK II	90,700	4.00	93,948	4.00	0	0.00	0	0.00
ACCOUNTANT I	75,537	2.75	85,260	3.00	0	0.00	0	0.00
ACCOUNTANT II	39,238	1.00	42,756	1.00	0	0.00	0	0.00
EXECUTIVE I	2,234	0.08	0	0.00	0	0.00	0	0.00
EXECUTIVE II	42,048	1.02	42,756	1.00	0	0.00	0	0.00
MANAGEMENT ANALYSIS SPEC II	42,640	1.02	0	0.00	0	0.00	0	0.00
CONTRACT SPEC I (OFC OF ADM)	62,289	1.95	0	0.00	0	0.00	0	0.00
CONTRACT SPEC II (OFC OF ADM)	34,851	0.71	0	0.00	0	0.00	0	0.00
TECHNICAL ASSISTANT IV	120,484	3.83	90,940	3.00	0	0.00	0	0.00
DESIGN ENGR I	41,623	1.00	0	0.00	0	0.00	0	0.00
DESIGN ENGR II	147,978	3.00	0	0.00	0	0.00	0	0.00
DESIGN ENGR III	378,051	6.78	631,944	12.50	0	0.00	0	0.00
ARCHITECT II	79,266	1.80	0	0.00	0	0.00	0	0.00
ARCHITECT III	159,254	2.91	258,030	5.00	0	0.00	0	0.00
DESIGNER III	32,955	0.75	0	0.00	0	0.00	0	0.00
EMERGENCY PROJECT COOR	76,345	1.83	0	0.00	0	0.00	0	0.00
MINORITY CONTRACTS COOR	39,990	0.96	0	0.00	0	0.00	0	0.00
CONSTRUCTION INSPECTOR	561,126	13.05	558,264	13.00	0	0.00	0	0.00
DESIGN/DEVELOP/SURVEY MGR B1	311,516	7.08	347,004	8.00	0	0.00	0	0.00
DESIGN/DEVELOP/SURVEY MGR B2	294,023	5.44	91,836	2.00	0	0.00	0	0.00
DESIGN/DEVELOP/SURVEY MGR B3	459,817	7.00	377,807	6.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B3	14,683	0.29	66,778	1.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	2,545	0.05	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	59,125	0.69	0	0.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	90,054	1.77	144,624	1.50	0	0.00	0	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>DESIGN &amp; CONSTRUCTION - OPER</b>								
<b>CORE</b>								
STUDENT WORKER	2,536	0.16	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	9,160	0.14	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>3,520,700</b>	<b>79.62</b>	<b>2,977,834</b>	<b>66.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	98,286	0.00	174,500	0.00	0	0.00	0	0.00
TRAVEL, OUT-OF-STATE	3,267	0.00	0	0.00	0	0.00	0	0.00
FUEL & UTILITIES	1,307	0.00	2,750	0.00	0	0.00	0	0.00
SUPPLIES	71,884	0.00	96,500	0.00	0	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	28,097	0.00	31,000	0.00	0	0.00	0	0.00
COMMUNICATION SERV & SUPP	73,393	0.00	96,000	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	33,734	0.00	293,336	0.00	0	0.00	0	0.00
JANITORIAL SERVICES	3,919	0.00	4,000	0.00	0	0.00	0	0.00
M&R SERVICES	69,305	0.00	63,000	0.00	0	0.00	0	0.00
COMPUTER EQUIPMENT	51,134	0.00	8,000	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	1,298	0.00	23,000	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	7,450	0.00	9,000	0.00	0	0.00	0	0.00
REAL PROPERTY RENTALS & LEASES	1,818	0.00	2,000	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	346	0.00	1,000	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	16,519	0.00	505	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>461,757</b>	<b>0.00</b>	<b>804,591</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,982,457</b>	<b>79.62</b>	<b>\$3,782,425</b>	<b>66.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$1,390,048	33.04	\$774,425	16.50	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$2,592,409	46.58	\$3,008,000	49.50	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FACILITY ASSESSMENT PROGRAM</b>								
<b>CORE</b>								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	173,305	3.59	182,824	4.00	0	0.00	0	0.00
TOTAL - PS	173,305	3.59	182,824	4.00	0	0.00	0	0.00
EXPENSE & EQUIPMENT								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	103,000	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	103,000	0.00	0	0.00	0	0.00
<b>TOTAL</b>	<b>173,305</b>	<b>3.59</b>	<b>285,824</b>	<b>4.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$173,305</b>	<b>3.59</b>	<b>\$285,824</b>	<b>4.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30735
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Facilities Assessment		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The core funding supporting Design and Construction staff responsible for managing the Facility Assessment portion of the state's capital improvement program has been reallocated to the Facilities Management, Design and Construction Asset Management core for FY 07.

## 3. PROGRAM LISTING (list programs included in this core funding)

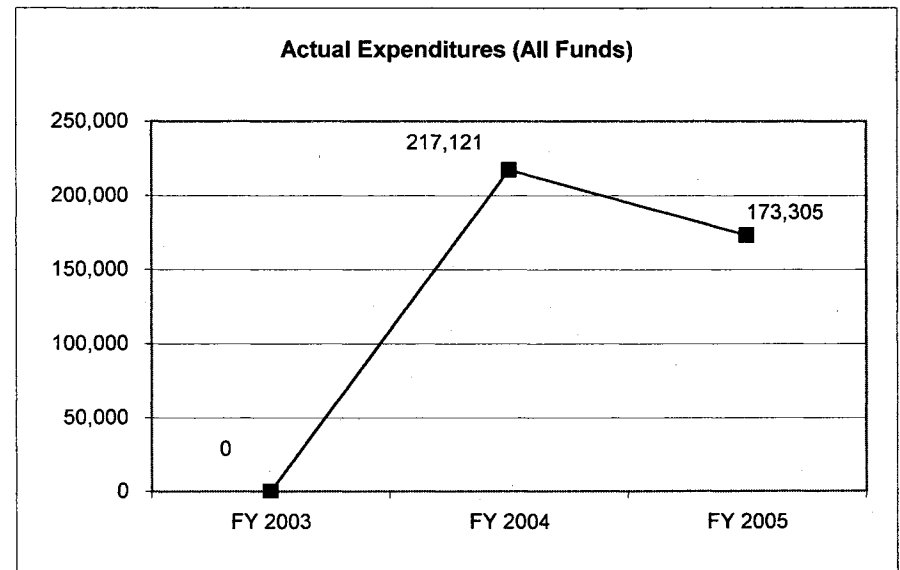
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30735
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Facilities Assessment		

## 4. FINANCIAL HISTORY

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Current Yr.
Appropriation (All Funds)	0	728,490	295,824	285,824
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	728,490	295,824	N/A
Actual Expenditures (All Funds)	0	217,121	173,305	N/A
Unexpended (All Funds)	0	511,369	122,519	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	511,369	122,519	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION FACILITY ASSESSMENT PROGRAM

#### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	4.00	0	0	182,824	182,824	
	EE	0.00	0	0	103,000	103,000	
	<b>Total</b>	<b>4.00</b>	<b>0</b>	<b>0</b>	<b>285,824</b>	<b>285,824</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#666] PS	(4.00)	0	0	(182,824)	(182,824)	To Asset Management SFMOF appropriation.
Core Reallocation	[#666] EE	0.00	0	0	(103,000)	(103,000)	To Asset Management SFMOF appropriation.
<b>NET DEPARTMENT CHANGES</b>		<b>(4.00)</b>	<b>0</b>	<b>0</b>	<b>(285,824)</b>	<b>(285,824)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	0.00	0	0	0	0	
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	0	0	0	
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FACILITY ASSESSMENT PROGRAM</b>								
<b>CORE</b>								
BUDGET & PLNG ANAL II	20,740	0.58	0	0.00	0	0.00	0	0.00
BUDGET & PLNG SR ANAL	14,934	0.29	0	0.00	0	0.00	0	0.00
ARCHITECT III	59,482	1.00	104,700	2.00	0	0.00	0	0.00
EMERGENCY PROJECT COOR	41,787	1.00	0	0.00	0	0.00	0	0.00
CONSTRUCTION INSPECTOR	0	0.00	78,124	2.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	1,549	0.04	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	34,813	0.68	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>173,305</b>	<b>3.59</b>	<b>182,824</b>	<b>4.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	0	0.00	64,000	0.00	0	0.00	0	0.00
SUPPLIES	0	0.00	10,000	0.00	0	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	4,000	0.00	0	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	12,000	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	10,000	0.00	0	0.00	0	0.00
M&R SERVICES	0	0.00	2,000	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1,000	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>103,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$173,305</b>	<b>3.59</b>	<b>\$285,824</b>	<b>4.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$173,305</b>	<b>3.59</b>	<b>\$285,824</b>	<b>4.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>PERSONNEL - OPERATING</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	2,414,233	66.28	2,363,465	61.97	2,363,465	61.97	2,149,687	56.97	
OA REVOLVING ADMINISTRATIVE TR	44,340	1.62	62,352	2.00	62,352	2.00	62,352	2.00	
TOTAL - PS	2,458,573	67.90	2,425,817	63.97	2,425,817	63.97	2,212,039	58.97	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	247,993	0.00	173,274	0.00	91,163	0.00	91,163	0.00	
OA REVOLVING ADMINISTRATIVE TR	111,562	0.00	316,750	0.00	315,716	0.00	315,716	0.00	
TOTAL - EE	359,555	0.00	490,024	0.00	406,879	0.00	406,879	0.00	
<b>TOTAL</b>	<b>2,818,128</b>	<b>67.90</b>	<b>2,915,841</b>	<b>63.97</b>	<b>2,832,696</b>	<b>63.97</b>	<b>2,618,918</b>	<b>58.97</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	85,988	0.00	
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	2,494	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	88,482	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>88,482</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$2,818,128</b>	<b>67.90</b>	<b>\$2,915,841</b>	<b>63.97</b>	<b>\$2,832,696</b>	<b>63.97</b>	<b>\$2,707,400</b>	<b>58.97</b>	



# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Personnel		
<b>Core</b>	Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	2,363,465	0	62,352	2,425,817
EE	91,163	0	315,716	406,879
PSD	0	0	0	0
<b>Total</b>	<b>2,454,628</b>	<b>0</b>	<b>378,068</b>	<b>2,832,696</b>

<b>FTE</b>	<b>61.97</b>	<b>0.00</b>	<b>2.00</b>	<b>63.97</b>
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<b>Est. Fringe</b>	<b>1,155,498</b>	<b>0</b>	<b>30,484</b>	<b>1,185,982</b>
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	2,149,687	0	62,352	2,212,039
EE	91,163	0	315,716	406,879
PSD	0	0	0	0
<b>Total</b>	<b>2,240,850</b>	<b>0</b>	<b>378,068</b>	<b>2,618,918</b>

<b>FTE</b>	<b>56.97</b>	<b>0.00</b>	<b>2.00</b>	<b>58.97</b>
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<b>Est. Fringe</b>	<b>1,050,982</b>	<b>0</b>	<b>30,484</b>	<b>1,081,466</b>
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

## 2. CORE DESCRIPTION

The Division of Personnel assists all branches of state government by providing an effective and efficient statewide human resource management function and guidance in several areas:

- The Employee Services Section is responsible for reviewing job applications for employment with the Missouri Merit System and the assignment of employees in appropriate job classes and administration of position classification for agencies covered by the Uniform Classification and Pay (UCP) System.
- The Planning and Development Section is responsible for the development and delivery of statewide supervisory training and management programs and provides administration of statewide employee recognition programs.
- The Labor Relations Section coordinates labor relations activities in individual state agencies including participation in negotiations with employee-elected unions and approval of agreements relating to uniform wages, benefits and those aspects of employment that have a fiscal impact on the State.
- The Pay, Leave and Reporting Section provides information on the UCP System pay plan; interprets policies on pay, leave and hours of work; and provides assistance with the SAM II HR/Payroll System. This section also maintains the lists of people from whom agencies can select for Merit System jobs and ensures agency personnel transactions are in compliance with Chapter 36, RSMo.
- Along with the Division of Personnel, the Personnel Advisory Board is responsible for the operation of the Missouri Merit System, the Uniform Classification and Pay (UCP) System and other HR management functions established by the State Personnel Law (Chapter 36 RSMo). The Director of the Division of Personnel and other division employees act as staff to the Board in its oversight and policy making responsibilities. In addition, the Board has its own staff of two full-time employees and two part-time employees who work directly for the Board and are not Division employees. Their responsibilities are primarily in the area of appeals of disciplinary actions (dismissals, demotions, and suspensions) which are heard by the Board.

# CORE DECISION ITEM

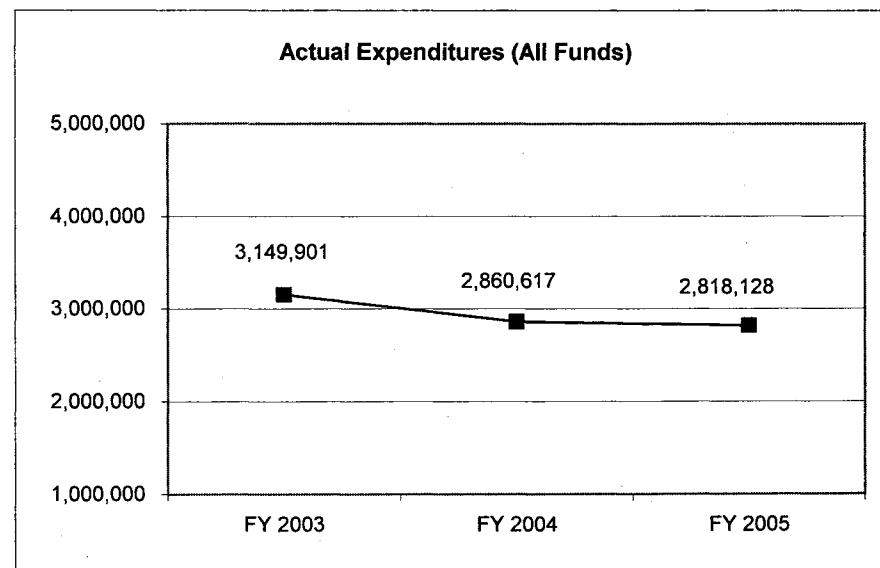
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30809
<b>Division</b>	Personnel		
<b>Core</b>	Operating		

## 3. PROGRAM LISTING (list programs included in this core funding)

Employee Services - Selections and Position Classification  
 Planning and Development  
 Labor Relations  
 Pay, Leave and Reporting  
 Personnel Advisory Board

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	3,806,787	3,265,813	3,152,769	2,915,841
Less Reverted (All Funds)	(340,341)	(86,576)	(108,112)	N/A
Budget Authority (All Funds)	3,466,446	3,179,237	3,044,657	N/A
Actual Expenditures (All Funds)	3,149,901	2,860,617	2,818,128	N/A
Unexpended (All Funds)	316,545	318,620	226,529	N/A
Unexpended, by Fund:				
General Revenue	30,250	30,227	79	N/A
Federal	0	0	0	N/A
Other	286,295	288,393	226,540	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## NOTES:

# CORE RECONCILIATION

## OFFICE OF ADMINISTRATION PERSONNEL - OPERATING

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	63.97	2,363,465	0	62,352	2,425,817	
	EE	0.00	173,274	0	316,750	490,024	
	<b>Total</b>	<b>63.97</b>	<b>2,536,739</b>	<b>0</b>	<b>379,102</b>	<b>2,915,841</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#765] EE	0.00	(82,111)	0	(1,034)	(83,145)	IT expenses to Information Technology Services Division
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>(82,111)</b>	<b>0</b>	<b>(1,034)</b>	<b>(83,145)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	63.97	2,363,465	0	62,352	2,425,817	
	EE	0.00	91,163	0	315,716	406,879	
	<b>Total</b>	<b>63.97</b>	<b>2,454,628</b>	<b>0</b>	<b>378,068</b>	<b>2,832,696</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>							
Core Reduction	[#3643] PS	(5.00)	(213,778)	0	0	(213,778)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>		<b>(5.00)</b>	<b>(213,778)</b>	<b>0</b>	<b>0</b>	<b>(213,778)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	58.97	2,149,687	0	62,352	2,212,039	
	EE	0.00	91,163	0	315,716	406,879	
	<b>Total</b>	<b>58.97</b>	<b>2,240,850</b>	<b>0</b>	<b>378,068</b>	<b>2,618,918</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER</b> 30809	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Personnel - Operating	<b>DIVISION:</b> Personnel

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

This will allow the division the flexibility to pay for unforeseen expense and equipment expenditures, particularly at the end of the fiscal year. Core cuts in our expense and equipment budget in previous years have left no flexibility to cover unexpected expenses. Funding source is all general revenue.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations -0101	PS	\$2,363,465	20%	\$472,693		PS	\$2,149,687	20%	\$429,937
	E&E	<u>\$91,163</u>	<u>20%</u>	<u>\$18,233</u>		E&E	<u>\$91,163</u>	<u>20%</u>	<u>\$18,233</u>
<i>Total Request</i>		\$2,454,628	20%	\$490,926	<i>Total Gov. Rec.</i>		\$2,240,850	20%	\$448,170

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER</b> 30809  <b>BUDGET UNIT NAME:</b> Personnel - Operating	<b>DEPARTMENT:</b> Office of Administration  <b>DIVISION:</b> Personnel	
<b>2. Estimate how much flexibility will be used for the budget year.</b> How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.		
PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$10,070	Unknown	Unknown
<b>3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?</b> If so, how was the flexibility used during those years?		
PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE	
Flexed from PS to EE in order to pay State Data Center charges for the month of May.	Unknown	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	22,913	1.00	22,992	1.00	22,992	1.00	22,992	1.00
OFFICE SUPPORT ASST (KEYBRD)	111,988	5.09	86,408	4.50	110,620	5.00	110,620	5.00
SR OFC SUPPORT ASST (KEYBRD)	307,258	12.63	368,675	13.50	311,318	12.00	311,318	12.00
PERSONNEL ANAL II	446,722	13.05	534,173	14.00	420,696	11.00	355,536	9.00
PERSONNEL ANAL III	567,977	12.76	459,288	10.00	459,288	10.00	459,288	10.00
PERSONNEL ANAL IV	157,278	3.00	101,737	2.00	154,412	3.00	154,412	3.00
RESEARCH ANAL IV	33,340	0.78	43,584	0.85	43,584	1.00	43,584	1.00
TRAINING TECH II	6,188	0.17	0	0.00	74,189	2.00	74,189	2.00
TRAINING TECH III	6,144	0.16	0	0.00	39,288	1.00	39,288	1.00
EXECUTIVE I	35,722	1.00	35,772	1.00	35,772	1.00	35,772	1.00
UNIT SPV MERIT SYSTEM	72,800	2.00	72,900	2.00	72,900	2.00	72,900	2.00
PERSONNEL CLERK	159,469	5.78	138,468	5.00	138,468	5.00	113,808	4.00
PROGRAM DEVELOPMENT SPEC	75	0.00	0	0.00	0	0.00	0	0.00
HUMAN RESOURCES MGR B3	246,716	3.92	281,015	4.00	261,485	4.00	137,527	2.00
DESIGNATED PRINCIPAL ASST DEPT	1,719	0.03	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	86,314	1.00	86,364	1.00	86,364	1.00	86,364	1.00
HEARINGS OFFICER	46,893	0.65	51,200	1.00	51,200	1.00	51,200	1.00
CHIEF HEARINGS OFFICER	58,348	1.00	59,250	1.00	59,250	1.00	59,250	1.00
BOARD MEMBER	15,409	0.08	16,178	0.75	16,178	0.75	16,178	0.75
BOARD CHAIRMAN	2,214	0.01	5,393	0.25	5,393	0.25	5,393	0.25
MISCELLANEOUS PROFESSIONAL	15,320	0.37	0	0.00	0	0.00	0	0.00
PRINCIPAL ASST BOARD/COMMISSON	31,900	1.00	32,742	1.00	32,742	1.00	32,742	1.00
EXAMINATION MONITOR	25,866	2.42	29,678	1.12	29,678	0.97	29,678	0.97
<b>TOTAL - PS</b>	<b>2,458,573</b>	<b>67.90</b>	<b>2,425,817</b>	<b>63.97</b>	<b>2,425,817</b>	<b>63.97</b>	<b>2,212,039</b>	<b>58.97</b>
TRAVEL, IN-STATE	9,913	0.00	11,800	0.00	10,600	0.00	10,600	0.00
TRAVEL, OUT-OF-STATE	4,352	0.00	6,000	0.00	6,000	0.00	6,000	0.00
SUPPLIES	96,427	0.00	98,226	0.00	108,464	0.00	108,464	0.00
PROFESSIONAL DEVELOPMENT	12,203	0.00	20,100	0.00	22,765	0.00	22,765	0.00
COMMUNICATION SERV & SUPP	29,220	0.00	32,000	0.00	23,742	0.00	23,742	0.00
PROFESSIONAL SERVICES	109,281	0.00	273,750	0.00	205,760	0.00	205,760	0.00
M&R SERVICES	11,345	0.00	28,000	0.00	6,994	0.00	6,994	0.00
COMPUTER EQUIPMENT	1,088	0.00	0	0.00	0	0.00	0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PERSONNEL - OPERATING</b>								
<b>CORE</b>								
OFFICE EQUIPMENT	4,727	0.00	6,287	0.00	6,300	0.00	6,300	0.00
REAL PROPERTY RENTALS & LEASES	19,536	0.00	10,000	0.00	10,000	0.00	10,000	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	6,312	0.00	2,361	0.00	5,254	0.00	5,254	0.00
REBILLABLE EXPENSES	55,151	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>359,555</b>	<b>0.00</b>	<b>490,024</b>	<b>0.00</b>	<b>406,879</b>	<b>0.00</b>	<b>406,879</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,818,128</b>	<b>67.90</b>	<b>\$2,915,841</b>	<b>63.97</b>	<b>\$2,832,696</b>	<b>63.97</b>	<b>\$2,618,918</b>	<b>58.97</b>
<b>GENERAL REVENUE</b>	<b>\$2,662,226</b>	<b>66.28</b>	<b>\$2,536,739</b>	<b>61.97</b>	<b>\$2,454,628</b>	<b>61.97</b>	<b>\$2,240,850</b>	<b>56.97</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$155,902</b>	<b>1.62</b>	<b>\$379,102</b>	<b>2.00</b>	<b>\$378,068</b>	<b>2.00</b>	<b>\$378,068</b>	<b>2.00</b>

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Employee Services - Selections and Position Classification
<b>Program is found in the following core budget(s):</b>	Personnel Operating

### 1. What does this program do?

The Employee Services Section is responsible for reviewing job applications for employment with the State of Missouri Merit System. Since the Merit System started, all applications were done on paper with a professional personnel analyst reviewing, evaluating and scoring each application. On May 2, 2005 the on-line application system (EASe) started and by June 30, 2006, all Merit applications will be processed and scored electronically. This process will take minutes rather than weeks. Employee Services also ensures that state employees are assigned to appropriate job classes. Additionally, the section develops and administers position classifications for agencies covered by the Uniform Classification and Pay (UCP) System. Services provided include: serving as a neutral or objective party in the resolution of classification issues involving employees and agency officials; managing the overall recruitment and enrollment for merit system job classes; reviewing and developing the classifications for all UCP positions; comparing assigned duties to official class specifications and allocation guidelines; examining internal and external benchmarks for job comparison purposes.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: RSMo 36.100, 36.110, 36.120, 36.130, and 36.150

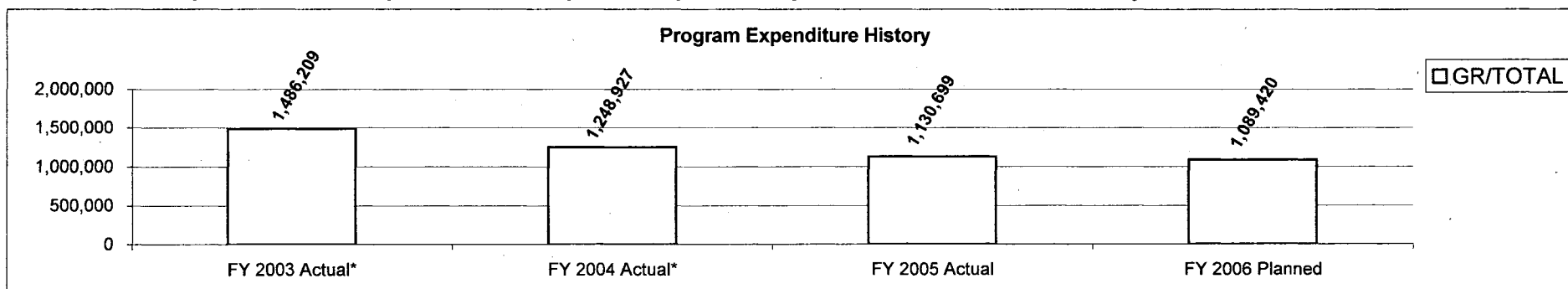
### 3. Are there federal matching requirements? If yes, please explain.

NA

### 4. Is this a federally mandated program? If yes, please explain.

NA

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



\*Personal Service expenditures only

### 6. What are the sources of the "Other " funds?

NA

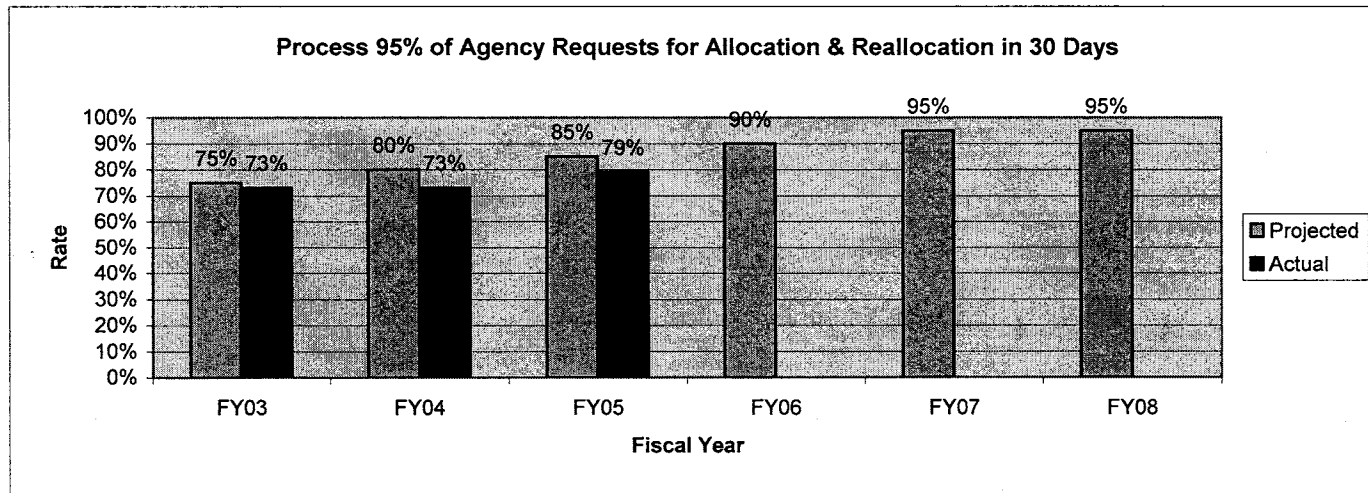


## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Employee Services - Selections and Position Classification
<b>Program is found in the following core budget(s):</b> Personnel Operating	

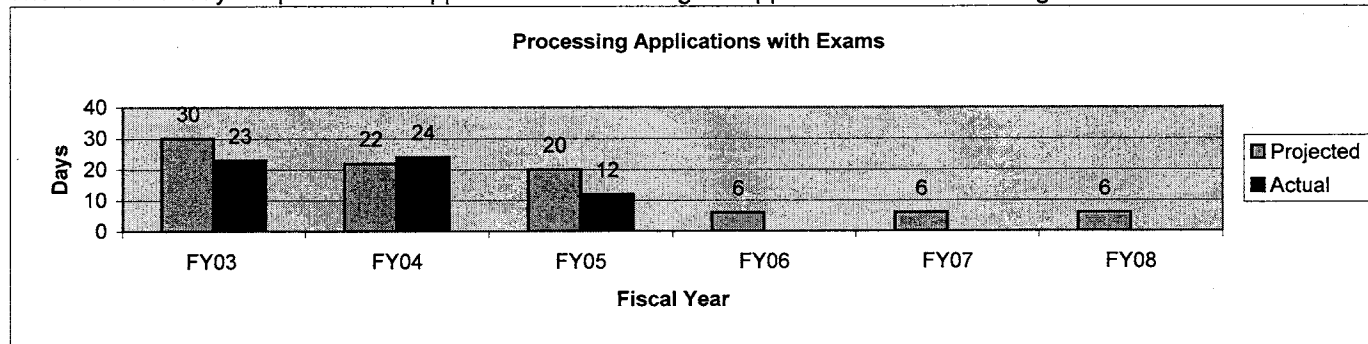
**7a. Provide an effectiveness measure.**

The number of positions allocated or reallocated.



**7b. Provide an efficiency measure.**

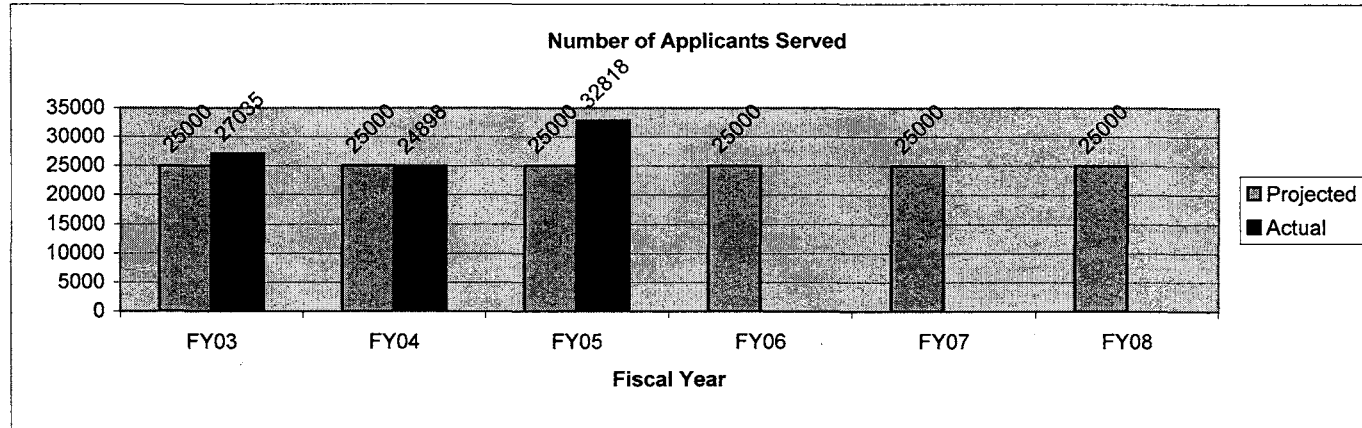
The number of days to process an application and add eligible applicants to the list of eligibles.



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Employee Services - Selections and Position Classification  
**Program is found in the following core budget(s):** Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

NA

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Planning and Development
<b>Program is found in the following core budget(s):</b>	Personnel Operating

### 1. What does this program do?

The Planning and Development (P&D) section develops and delivers management and supervisory training programs to Missouri state leaders. P&D also administers statewide employee recognition programs such as the Governor's Award for Quality and Productivity, State Employee Recognition Day, Public Service Employee Recognition Week and Missouri Relies On Everyone, which is the state's employee suggestion system. P&D also directs or provides services in other areas such as: assists departments in implementing a standard system of performance management; provides assistance and consultation to agencies on process improvement; schedules and administers written and skills assessment statewide, including daily testing in the Division of Personnel; develops and revises written examinations, education and experience rating guidelines and procedures for all classifications; and provides consultative services to agencies and employees on human resource management in state government.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: RSMo 36.510 and 36.160, 36.170, 36.180, 36.190

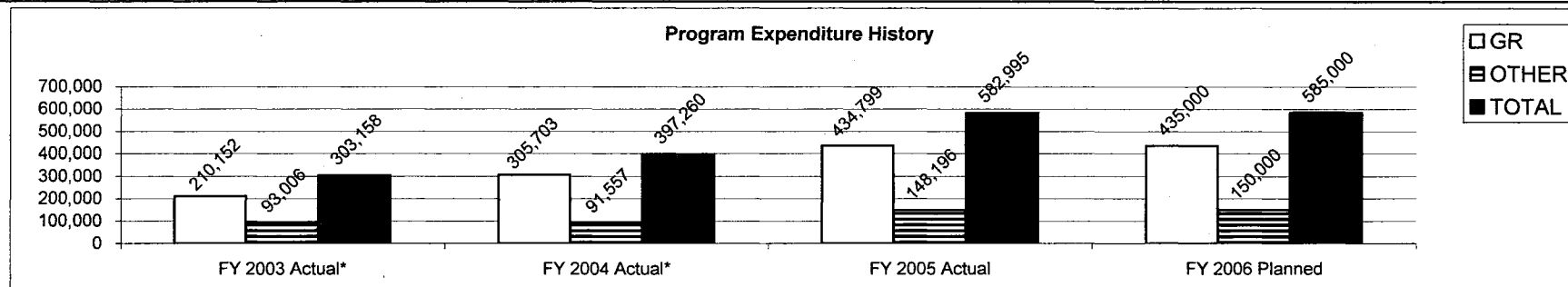
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



\*GR Personal Service expenditures only

### 6. What are the sources of the "Other " funds?

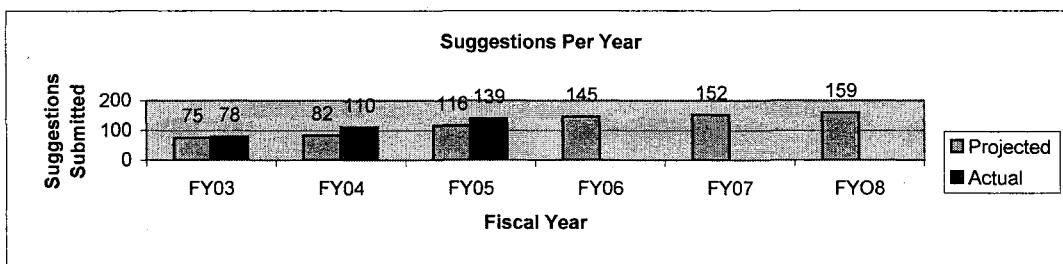
OA Revolving Administrative Trust Fund (0505)

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Planning and Development
<b>Program is found in the following core budget(s):</b>	Personnel Operating

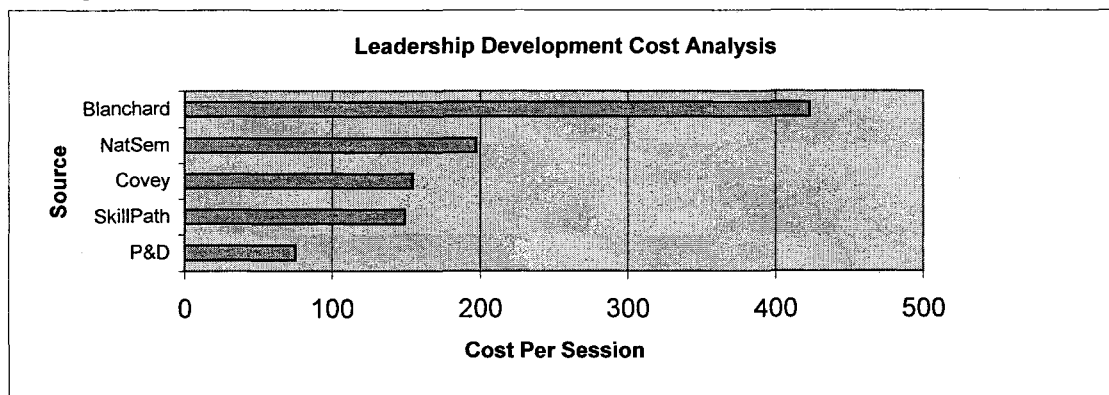
### 7a. Provide an effectiveness measure.

The employee suggestion system prior to FY03 did not yield the effectiveness outcomes initially projected - specifically, how much was saved by each suggestion. The P&D section updated the process of applying, selecting and rewarding state employees for their suggestions that would improve efficiency, reduce cost and improve overall customer service in state government. The goal of the effectiveness measure is to increase the number of suggestions submitted by state employers by 5% each year.



### 7b. Provide an efficiency measure.

One efficiency measure is the cost to attend professional development sessions outside of those offered by the Division of Personnel. An average professional development session is plus/minus \$150 compared to \$75 - 95 to attend a comparable training with the Div. of Personnel. The goal of the efficiency measure is to continuously monitor leadership development trends & needs to deliver effective and efficient training at below market cost.

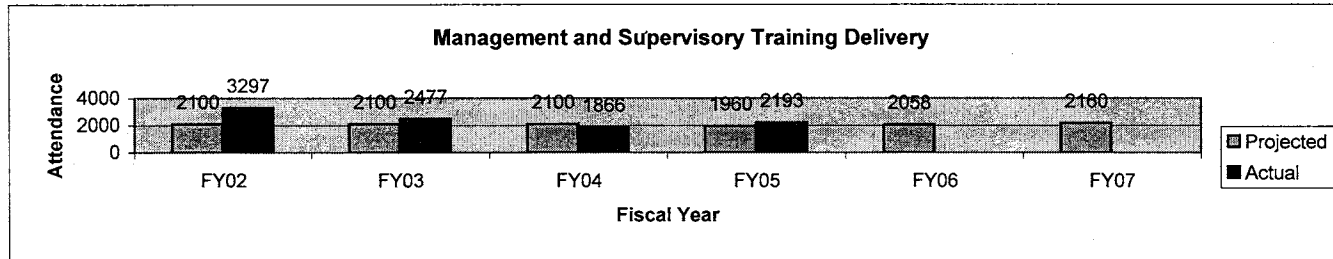


## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Planning and Development  
**Program is found in the following core budget(s):** Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**

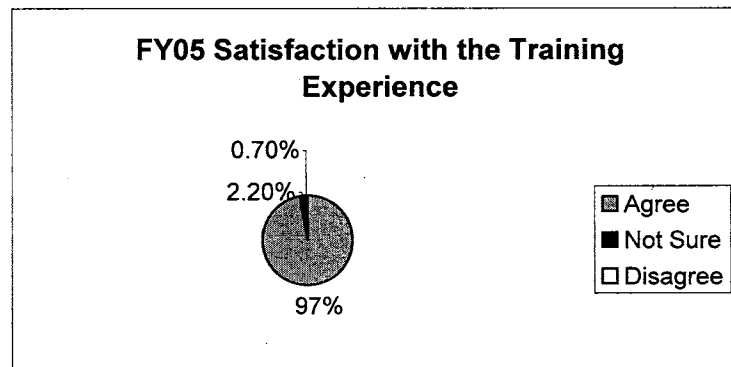
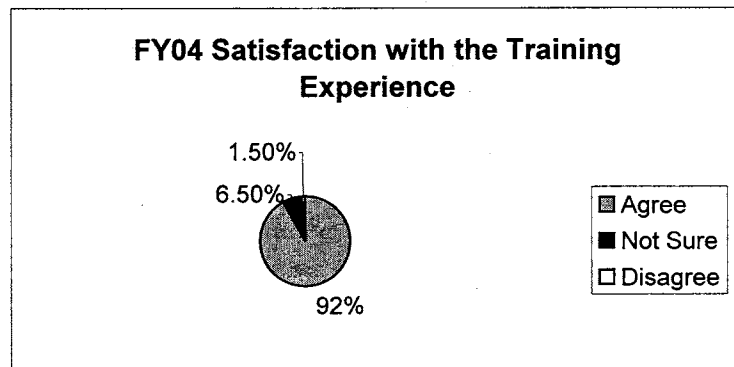
The goal of this measure is to increase the number of managers and supervisors attending Planning & Development training sessions.



**7d. Provide a customer satisfaction measure, if available.**

The Planning & Development (P&D) Section administers a voluntary training evaluation to continuously measure several factors, including reason for attending, clarity of course objectives, overall evaluation of training content, materials, videos, room temperature, participant's willingness to recommend the training he or she just attended and his or her overall level of satisfaction with the training session he or she just completed. During FY05, 2,193 managers and supervisors attended P&D training sessions; of which 88% (1642) completed the satisfaction survey. The satisfaction measure is an analysis of attendee's responses to the following statement: "Overall, I was satisfied with the training experience". Participants have three options when responding: "Agree", "Not Sure" and "Disagree". An analysis of the FY05 responses suggests that 97% (1593) participants agreed with the statement; while, 2.20% (37) participants were not sure and .70% (12) disagreed.

The customer service measure is to increase the rate of satisfied customers.



## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Labor Relations

**Program is found in the following core budget(s):** Personnel Operating

### 1. What does this program do?

The Labor Relations Section is responsible for developing and executing statewide labor relation's policies, objectives and strategies in a manner that is consistent with the Revised Statutes of Missouri and the Missouri Constitution. The primary activity of the Section includes serving as the Chief Negotiator on all negotiations between the State's Executive Branch agencies and their employee elected certified bargaining representatives. Other activities include providing consultation and advice to State agencies regarding employee grievances, discipline and day-to-day administration of existing meet-and-confer agreements.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

The primary authorization for the Labor Relations function within the Division of Personnel is RSMo 36.510.1(6). Other relevant statutory requirements include RSMo 105.500 – 105.530, which defines Missouri public employees' rights to unionize and the public body's obligation to meet, confer and discuss the certified bargaining representative's proposals pertaining to salaries and other conditions of employment. The policies and practices of the Labor Relations process in Missouri State Government has experienced a dramatic shift during FY05. Beginning in 1994, Missouri's Labor Relations policies had become increasingly more akin to the collective bargaining environments of many other states. Executive Order 05-01 was issued in January, 2005. This Order rescinded Executive Order 01-09 and the labor agreements that were negotiated under its authority. The Labor Relations Section has experienced a smooth transition during this dramatic shift by entering into the meet and confer process with three unions to renegotiate the five rescinded agreements, communicating the appropriate policy changes to affected state agencies and reducing the resources of the Section from 3 FTE to 1 by shifting these resources to others critical functions of the Division.

### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

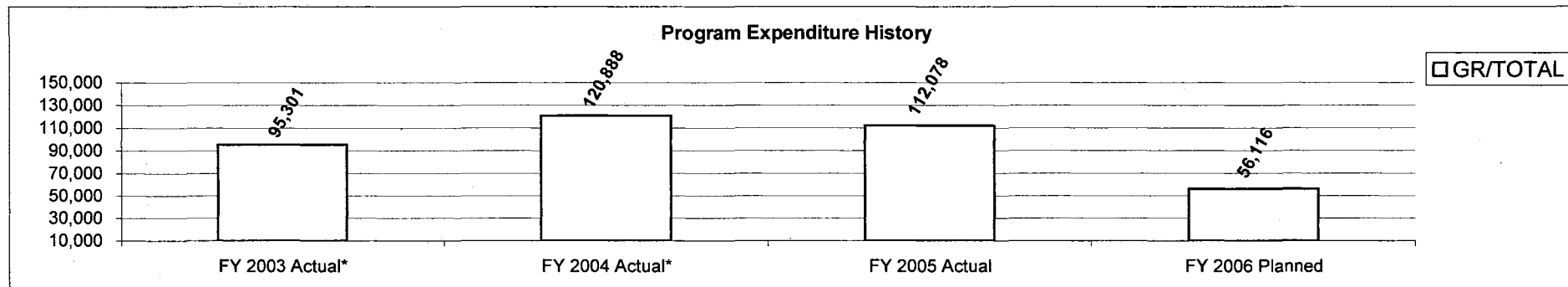
## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Labor Relations

**Program is found in the following core budget(s):** Personnel Operating

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



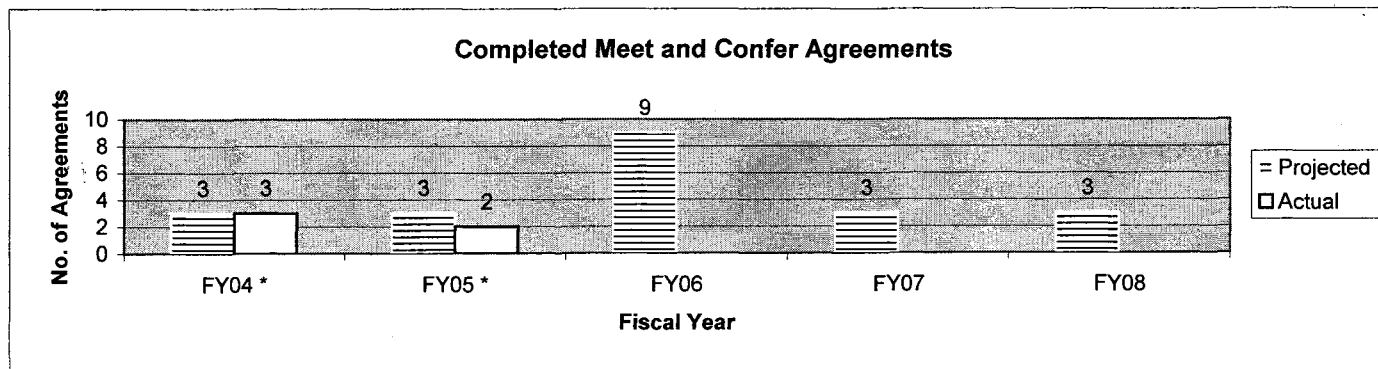
\*Personal Service expenditures only

**6. What are the sources of the "Other " funds?**

NA

**7a. Provide an effectiveness measure.**

The FY06 goal for the Labor Relations Section is to reach agreement and implement new labor agreements for the five bargaining units that had agreements negotiated under Executive Order 01-09 and to continue/complete negotiations for each replacement agreement due in subsequent years.



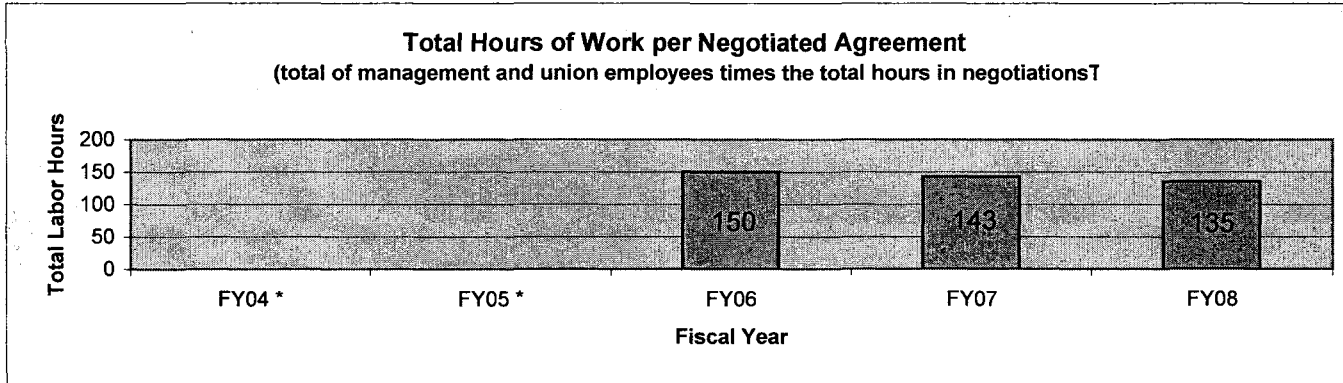
\* The agreements negotiated in Fiscal Years 2004 and 2005 have been rescinded and are being renegotiated during FY06.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Labor Relations  
**Program is found in the following core budget(s):** Personnel Operating

**7b. Provide an efficiency measure.**

During recent years the State committed a high volume of resources to the negotiation process. To improve the efficiency of this process the Labor Relations Section is tracking the hours of work (the total number of management and union employees times the total hours at the negotiating table) committed to the meet and confer process. The goal is to significantly reduce the total hours (beginning with 150 hours per negotiated agreement in FY06) by 5% each year through capping the amount of administrative leave approved for bargaining unit employees, reducing the number of managers and employees who participate in negotiations as well as an appropriate level of standardization of the terms of the agreements.



\* This is a new measure for FY06 and the total number of employees and hours spent in negotiations were not tracked in the past, however it is estimated that most of the negotiations involved between 2000 and 8000 total labor hours, depending on the size and structure of the bargaining unit involved.



## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Labor Relations

**Program is found in the following core budget(s):** Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**

Union	Bargaining Unit	No. of Represented Employees
AFSCME	Patient Care Support	4,723
AFSCME	Craft and Maintenance	2,493
SEIU	Probation & Parole	1,244
SEIU	Patient Care Professional	1,253
CWA	DSS	6,705
CWA	DHSS	503
MONA	DMH - Registered Nurses	365
IAFF	Firefighters (Adjutant General)	21
MOCOA	Corrections Officers	5,484
<b>TOTAL</b>		<b>22,791</b>

**7d. Provide a customer satisfaction measure, if available.**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Division of Personnel, Pay Leave & Reporting Section
<b>Program is found in the following core budget(s):</b>	Personnel Operating

### 1. What does this program do?

Staff maintain registers of qualified applicants and certifies names of applicants to merit system agencies, the selection of which must be from the top 15 or 15% of those available for a specific vacancy. Certificates returned to the Division of Personnel designating an appointment are audited for accuracy and matched with the ensuing appointment in the payroll system to ensure the appointment is in compliance with the regulations. Staff audit and approve personnel transactions submitted by Uniform Classification and Pay System agencies through the SAM II HR/Payroll system. The timely approval of transactions is very important as the pay of employees frequently is affected. The staff of the Pay, Leave and Reporting Section administer the regulations governing pay, leave, hours of work, overtime, certification, removal from registers, transfers, political activity, conflicting employment and layoff. Staff maintain the Uniform Classification and Pay System pay plan which includes drafting recommendations from the Director of Personnel to the Personnel Advisory Board for the upcoming budget cycle and associated fiscal year. The staff of the Pay, Leave and Reporting Section maintain all of the HR-related tables in the SAM II HR/Payroll system, and the MAIRS applicant tracking system and the EASe on-line application system.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Numerous citations under Chapter 36, the State Personnel Law, are applicable to the Pay, Leave and Reporting Section. Three of six chapters of the regulations of the Office of Administration, Division of Personnel, are applicable to the Pay, Leave and Reporting Section.

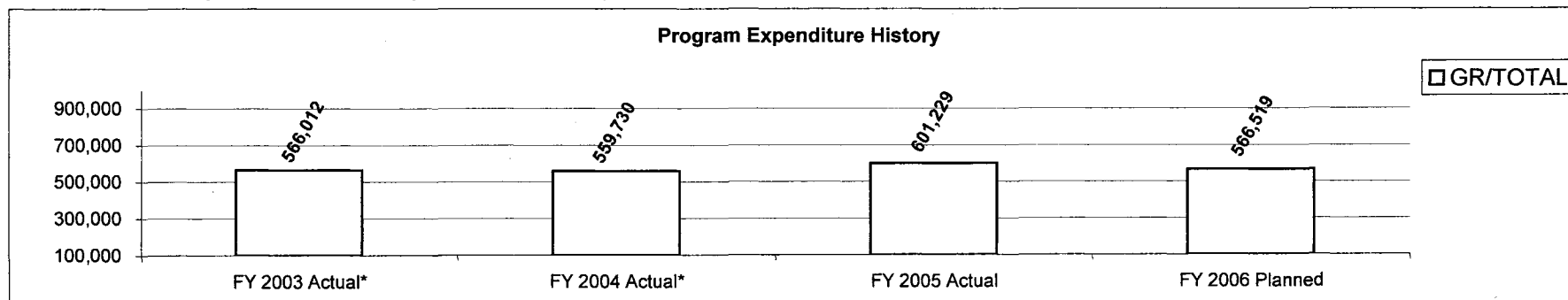
### 3. Are there federal matching requirements? If yes, please explain.

The Pay, Leave and Reporting Section administers regulations governing federal overtime (FLSA), the Family and Medical Leave Act (FMLA) and Military Leave.

### 4. Is this a federally mandated program? If yes, please explain.

Federal overtime, minimum wage, FMLA and military leave requirements are mandated.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



\*Personal Service expenditures only

### 6. What are the sources of the "Other" funds?

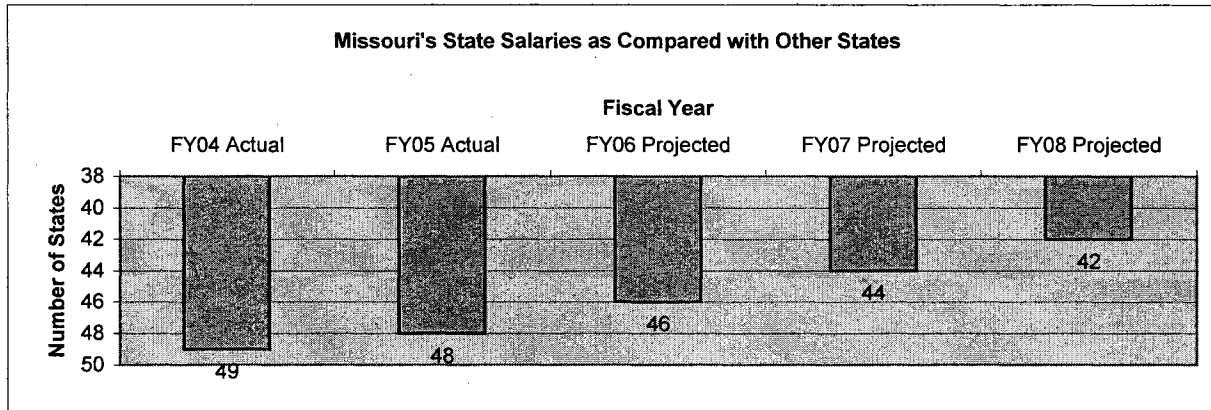
N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Division of Personnel, Pay Leave & Reporting Section
<b>Program is found in the following core budget(s):</b>	Personnel Operating

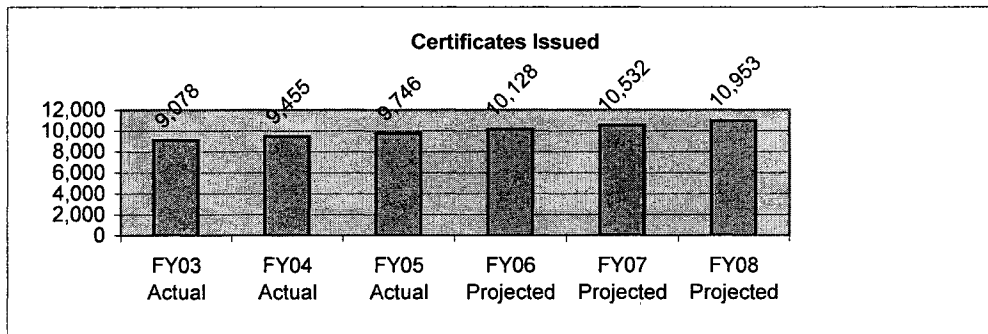
### 7a. Provide an effectiveness measure.

This measure shows the projected effect of the Personnel Advisory Board's annual pay plan recommendations.



### 7b. Provide an efficiency measure.

The Certification Unit processes 100% of certificates with appointments for a particular pay cycle within 3 days of receipt of the certificate.

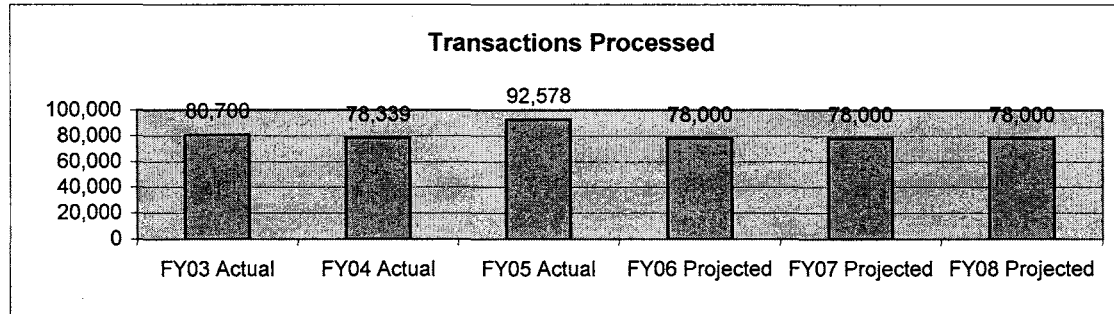


## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Division of Personnel, Pay Leave & Reporting Section  
**Program is found in the following core budget(s):** Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**

The transaction audit unit approves all transactions submitted by UCP agencies for each paycycle, or else employees may not be paid correctly.



**7d. Provide a customer satisfaction measure, if available.**

The certification unit serves the nine merit agencies and all applicants maintained on registers for merit system positions. The transaction audit unit serves 13 Uniform Classification and Pay System agencies. The Division does not currently keep track of satisfaction with the registers; however, we could survey the affected agencies for this information.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Personnel Advisory Board  
**Program is found in the following core budget(s):** Personnel Operating

**1. What does this program do?**

The State Personnel Law (Chapter 36, RSMo) provides for a Personnel Advisory Board of seven members, six of whom are appointed by the governor with the advice and consent of the Senate. Four members are appointed from the public at large, one is a member of executive management in state government and one is a non-management state employee. The seventh member is the person designated as the state equal opportunity officer. The board has oversight responsibility for the Missouri Merit System and the Uniform Classification and Pay System and has broad policy making authority in various areas of human resources administration. In addition, Section 36.380, RSMo authorizes an Appointing Authority to dismiss, demote or suspend a state employee for more than five working days for cause. State employees who have been so disciplined are entitled to procedural due process regarding the discipline taken. This due process includes among other things an evidentiary contested case hearing before the Board or one of the Board's hearing officers (one-full time and two part-time hearings officers).

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 36, RSMo

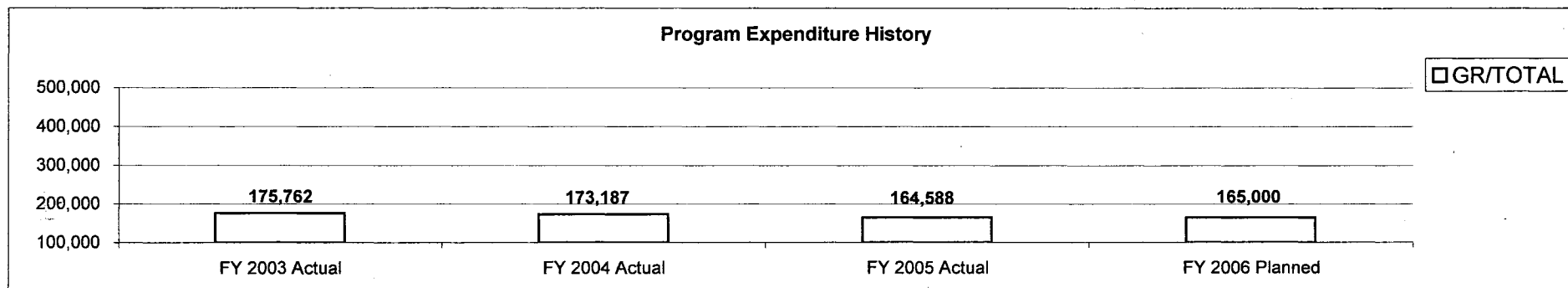
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



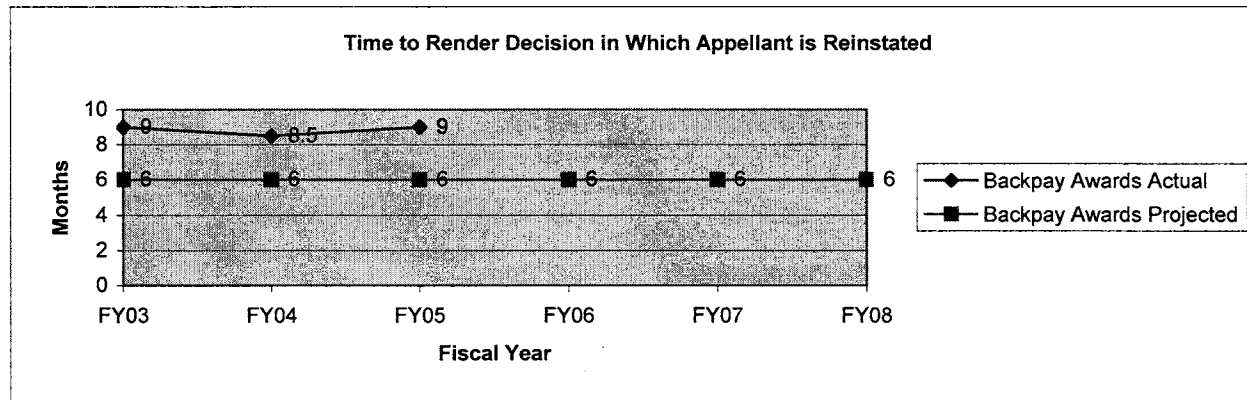
**6. What are the sources of the "Other " funds?**

NA

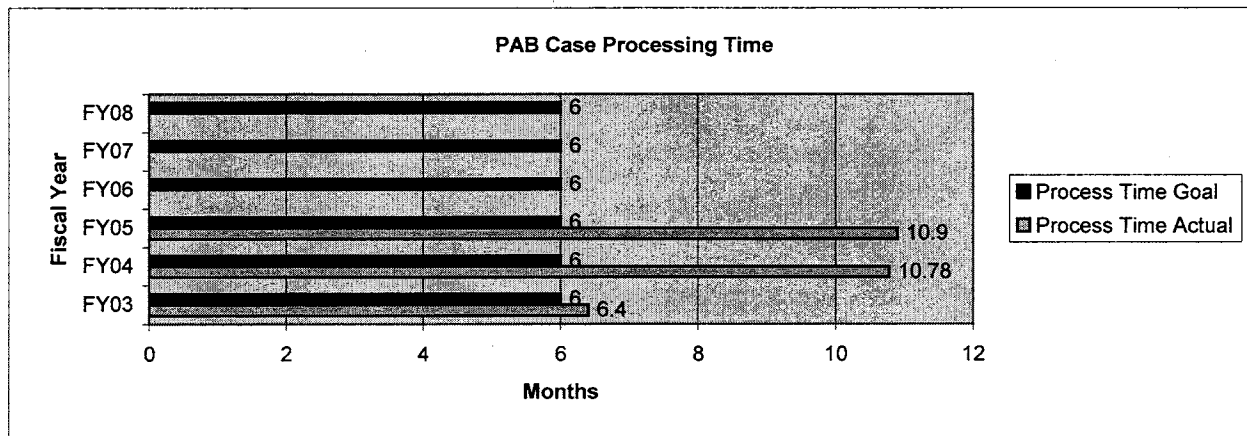
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Personnel Advisory Board  
**Program is found in the following core budget(s):** Personnel Operating

**7a. Provide an effectiveness measure.**



**7b. Provide an efficiency measure.**



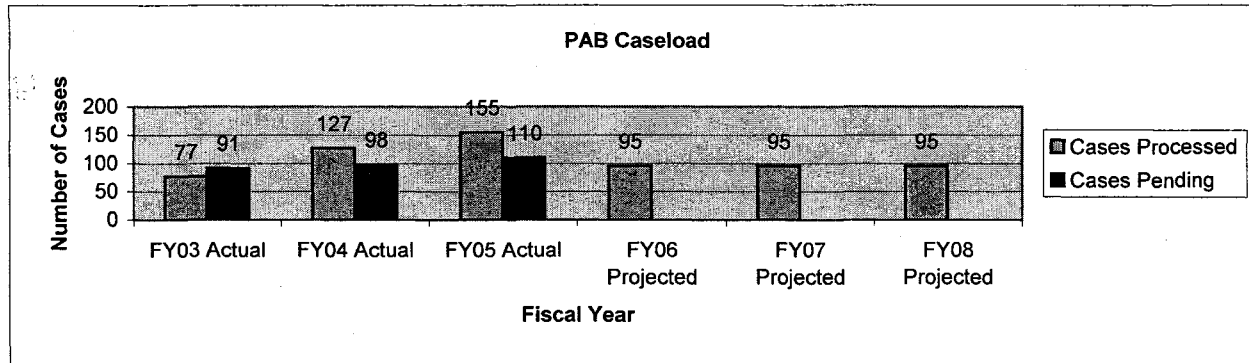
## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Personnel Advisory Board

**Program is found in the following core budget(s):** Personnel Operating

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

The Personnel Advisory Board does not currently keep track of the number of complaints regarding the appeal process. However, this is data that could be tracked in order to measure customer satisfaction.

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>EMPLOYEE SUGGESTION AWARD</b>								
<b>CORE</b>								
<b>PERSONAL SERVICES</b>								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	0	0.00	1	0.00	1	0.00	1	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>	<b>\$1</b>	<b>0.00</b>



# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30818
<b>Division</b>	Personnel		
<b>Core</b>	Employee Suggestion Award		

## **1. CORE FINANCIAL SUMMARY**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	1	1 E	PS	0	0	1	1 E
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1 E</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1 E</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

Other Funds: OA Revolving Administrative Trust Fund (0505)

## **2. CORE DESCRIPTION**

Missouri Relies on Everyone (MoRE), is the state's employee suggestion system. MoRE is a vehicle for state employees to submit their ideas, suggestions or recommendations for improving a service, generating revenue/reducing cost or improving a process in Missouri state government. The benefits of the program are twofold. First, it ensures employees that state administrators and executives will hear their voices, ideas and suggestions on how to increase efficiency, reduce cost or improve processes. Secondly, MoRE recognizes the ideas of state employees as valuable and when appropriate, gives agencies an opportunity to identify improvement measures that absent the employee's idea(s), it would not realize. Once the employee submits his or her suggestion, a review team determines if the idea should receive a certificate of recognition, a \$75.00, \$150.00 or \$300.00 award. The review team bases their decision on the agency's willingness or ability to implement the suggestion, the feasibility of the idea, and newness of the idea, whether it is an idea that is currently in the planning stage in the agency and based on the agencies willingness to pay the suggested amount of the award recommended by the team.

The Division of Personnel no longer uses this appropriation because each Department, who agrees to pay beforehand, can use SAMII HR for this purpose. This item is simply a placeholder to report on MoRE.

## **3. PROGRAM LISTING (list programs included in this core funding)**

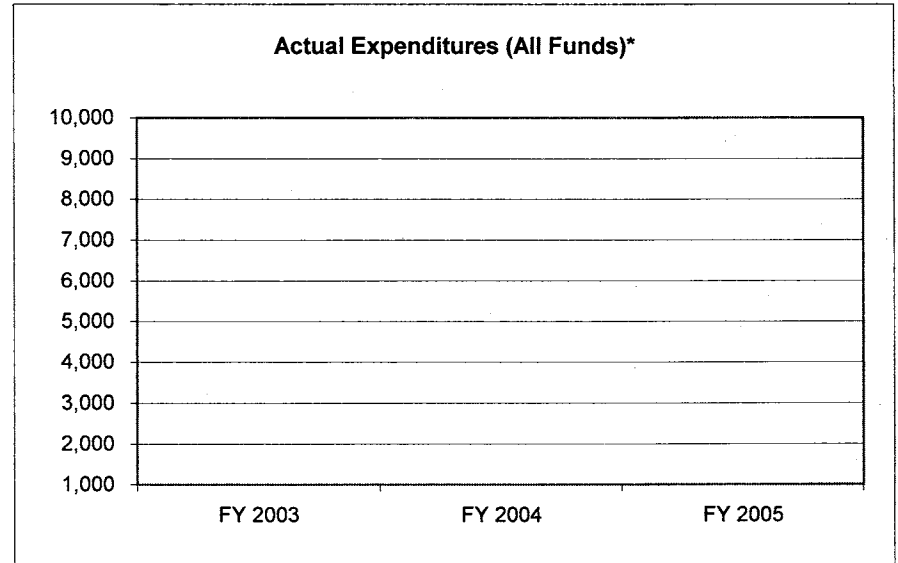
Missouri Relies on Everyone (MoRE) Employee Suggestion System

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30818
<b>Division</b>	Personnel		
<b>Core</b>	Employee Suggestion Award		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	10,000	10,000	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	10,000	10,000	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	10,000	10,000	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	10,000	10,000	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** *This appropriation is no longer used because of SAM II HR capabilities.*

\* In FY05, the review team recommended eight (8) awards to state employees who submitted suggestions to MoRE as follows: 3 suggestions for reducing costs; 4 suggestions for improving customer service; and 1 suggestion for improving a process in state government. The total cost to the state for these awards was \$675, paid by the agency or agencies that would ultimately benefit from the suggestion. Additionally, the agency agrees to pay each of the suggestions individually and prior to implementation.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**EMPLOYEE SUGGESTION AWARD**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
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**TAFP AFTER VETOES**

	PS	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	

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**DEPARTMENT CORE REQUEST**

	PS	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	

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**GOVERNOR'S RECOMMENDED CORE**

	PS	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	

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# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
EMPLOYEE SUGGESTION AWARD								
CORE								
OTHER	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PS	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Missouri Relies on Everyone (MoRE) Employee Suggestion System  
**Program is found in the following core budget(s):** Employee Suggestion Award

**1. What does this program do?**

This program is the state's employee suggestion system, which serves as a medium for employees to share their ideas, suggestions or recommendations for improving service, generating revenue/reducing cost or improving a process in Missouri state government without the "censoring" of an immediate supervisor or other person without the consent of a senior administrator.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State: RSMo 36.030.4

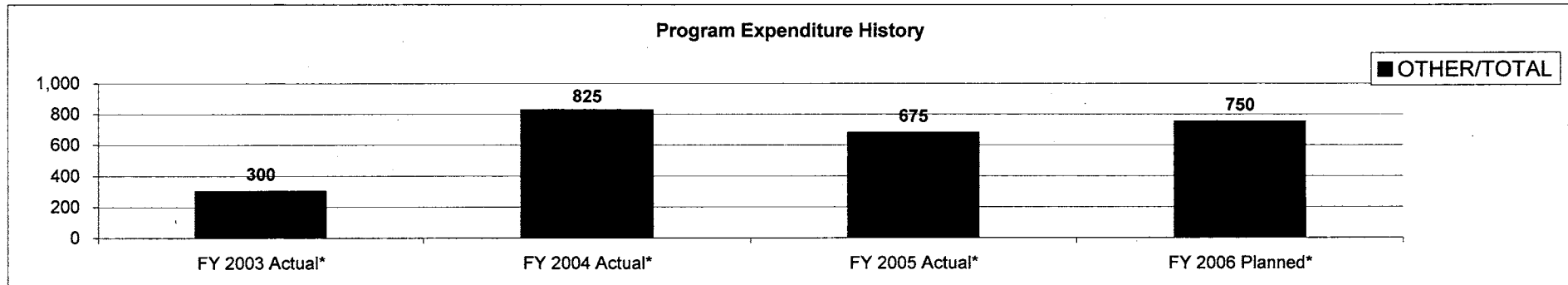
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



\*Awards are processed through the awardee's agency

**6. What are the sources of the "Other " funds?**

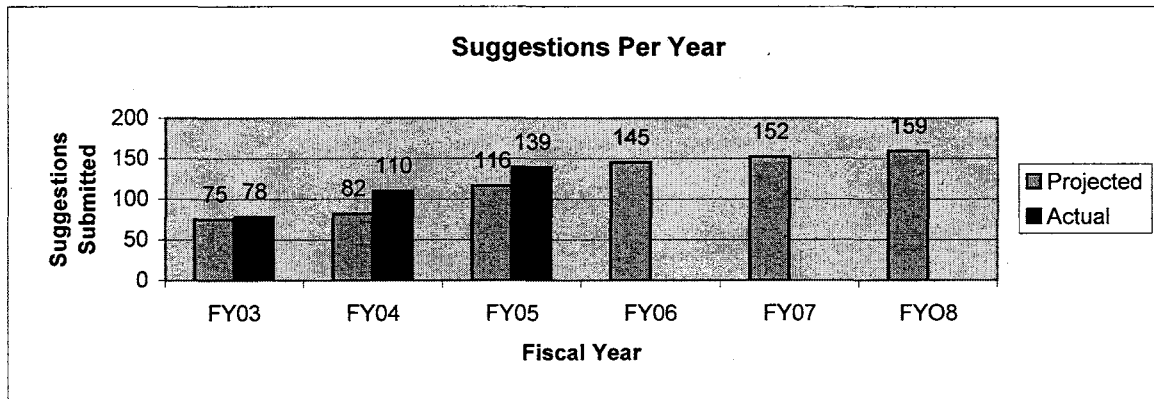
The sole source of "other" funds is the agency that benefits from the suggestion.

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Missouri Relies on Everyone (MoRE) Employee Suggestion System
<b>Program is found in the following core budget(s):</b>	Employee Suggestion Award

**7a. Provide an effectiveness measure.**

Prior to FY03, the employee suggestion program was based on a system which relied on the percent of overall savings as recognition for the suggestion. Through the percentage system, one or two employees would make a suggestion and earn several hundred or even thousands of dollars. The problem was that because the suggester had to wait for more than a year sometimes for a response (first the agency had to implement or test the suggestion), very few employees submitted their ideas. Responding to the idea that employees have a great sense of how to improve services, efficiencies and reduce cost, the Division of Personnel revised the program in FY04 reviewing suggestions every 3 months and rewarding the employee for the suggestion; not the implementation of his or her suggestion. Thus, the effectiveness measure herein presented is based on the idea for the program to be successful, employees must submit their ideas. Similarly, for employees to submit their ideas, there must be an incentive to share their ideas. Thus, in addition to the established \$75.00 award, 95% of employees who submit their ideas receive a certificate of recognition or appreciation from the Commissioner of the Office of Administration. This effectiveness measure is based on the number of employees who submit their ideas to MoRE.



## PROGRAM DESCRIPTION

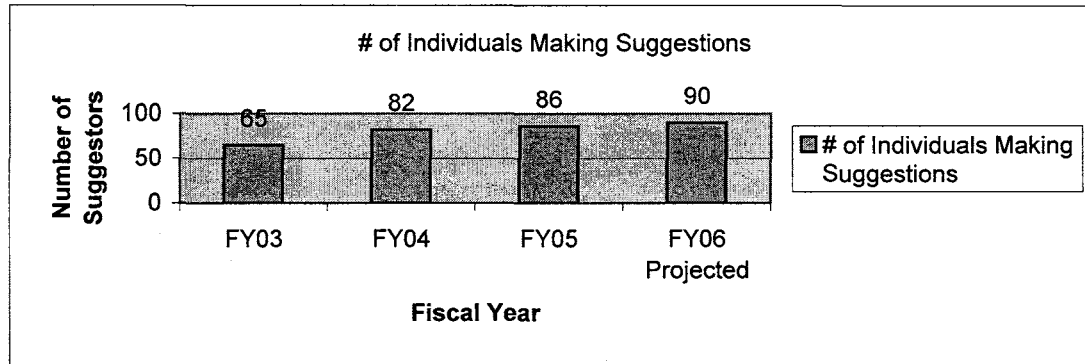
**Department** Office of Administration  
**Program Name** Missouri Relies on Everyone (MoRE) Employee Suggestion System  
**Program is found in the following core budget(s):** Employee Suggestion Award

**7b. Provide an efficiency measure.**

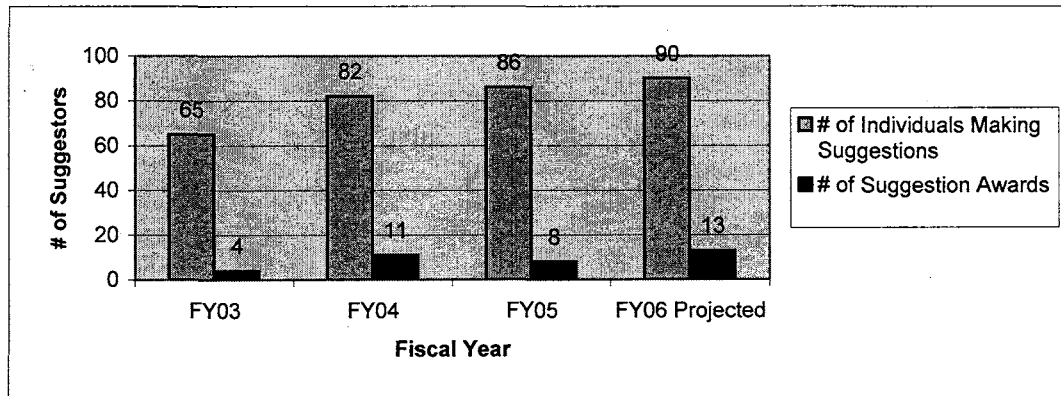
Ideally, the efficiency of this program is directly related to the number of awards made that are supported by the affected agency. Prior to making a monetary award the agency must complete a feedback form indicating their ability and willingness to implement the suggestion.

**7c. Provide the number of clients/individuals served, if applicable.**

This program has the potential of serving multiple constituents, including all state employees, agencies and citizens.



**7d. Provide a customer satisfaction measure, if available.**







# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>PURCHASING/MATRL MGMT - OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,419,554	35.33	1,404,021	34.00	1,486,421	36.00	1,466,421	35.00	
TOTAL - PS	1,419,554	35.33	1,404,021	34.00	1,486,421	36.00	1,466,421	35.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	126,968	0.00	155,394	0.00	129,839	0.00	129,839	0.00	
TOTAL - EE	126,968	0.00	155,394	0.00	129,839	0.00	129,839	0.00	
<b>TOTAL</b>	<b>1,546,522</b>	<b>35.33</b>	<b>1,559,415</b>	<b>34.00</b>	<b>1,616,260</b>	<b>36.00</b>	<b>1,596,260</b>	<b>35.00</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	58,657	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	58,657	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>58,657</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,546,522</b>	<b>35.33</b>	<b>\$1,559,415</b>	<b>34.00</b>	<b>\$1,616,260</b>	<b>36.00</b>	<b>\$1,654,917</b>	<b>35.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30925
<b>Division</b>	Purchasing and Materials Management		
<b>Core</b>	Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	1,486,421	0	0	1,486,421
EE	129,839	0	0	129,839
PSD	0	0	0	0
<b>Total</b>	<b>1,616,260</b>	<b>0</b>	<b>0</b>	<b>1,616,260</b>

FTE 36.00 0.00 0.00 36.00

<b>Est. Fringe</b>	726,711	0	0	726,711
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: N/A

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	1,466,421	0	0	1,466,421
EE	129,839	0	0	129,839
PSD	0	0	0	0
<b>Total</b>	<b>1,596,260</b>	<b>0</b>	<b>0</b>	<b>1,596,260</b>

FTE 35.00 0.00 0.00 35.00

<b>Est. Fringe</b>	716,933	0	0	716,933
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: N/A

## 2. CORE DESCRIPTION

This core request is for funding to provide procurement services for the various state agencies. These services will help to procure goods and services for state agencies that are the "lowest and best".

## 3. PROGRAM LISTING (list programs included in this core funding)

Competitive Bidding and Contracting Program

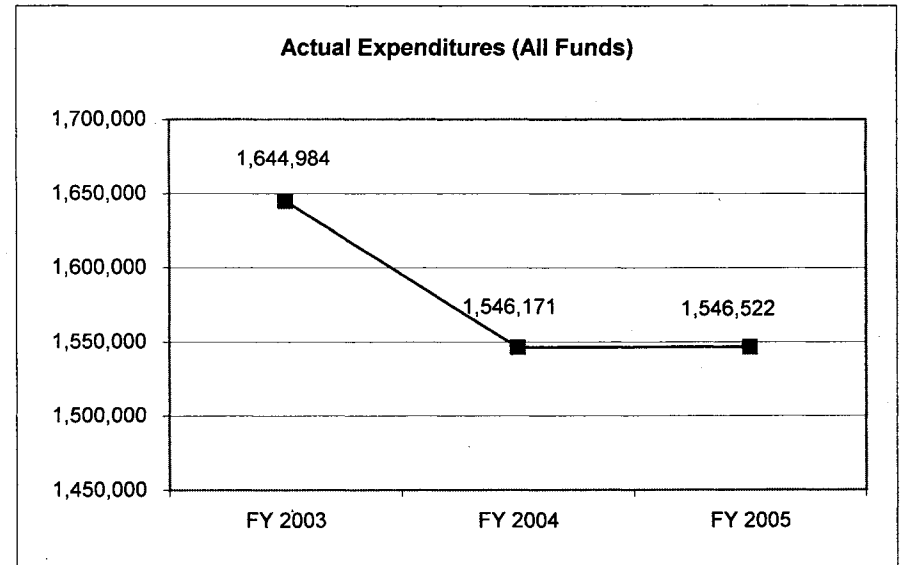
# CORE DECISION ITEM

<b>Department</b>	Office of Administration
<b>Division</b>	Purchasing and Materials Management
<b>Core</b>	Operating

**Budget Unit** 30925

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	1,889,469	1,631,724	1,655,146	1,559,415
Less Reverted (All Funds)	(239,071)	(28,419)	(81,655)	N/A
Budget Authority (All Funds)	1,650,398	1,603,305	1,573,491	N/A
Actual Expenditures (All Funds)	1,644,984	1,546,171	1,546,522	N/A
Unexpended (All Funds)	5,414	57,134	26,969	N/A
Unexpended, by Fund:				
General Revenue	5,414	57,134	26,969	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**

**PURCHASING/MATRL MGMT - OPER**

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	34.00	1,404,021	0	0	1,404,021	
		EE	0.00	155,394	0	0	155,394	
		<b>Total</b>	<b>34.00</b>	<b>1,559,415</b>	<b>0</b>	<b>0</b>	<b>1,559,415</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	[#450]	PS	2.00	82,400	0	0	82,400	Consolidation adjustment--non-IT personnel from Information Technology Service Division
Core Reallocation	[#610]	EE	0.00	(25,555)	0	0	(25,555)	IT expenses to Information Technology Services Divisions
<b>NET DEPARTMENT CHANGES</b>			<b>2.00</b>	<b>56,845</b>	<b>0</b>	<b>0</b>	<b>56,845</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	36.00	1,486,421	0	0	1,486,421	
		EE	0.00	129,839	0	0	129,839	
		<b>Total</b>	<b>36.00</b>	<b>1,616,260</b>	<b>0</b>	<b>0</b>	<b>1,616,260</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Core Reduction	[#3644]	PS	(1.00)	(20,000)	0	0	(20,000)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>			<b>(1.00)</b>	<b>(20,000)</b>	<b>0</b>	<b>0</b>	<b>(20,000)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	35.00	1,466,421	0	0	1,466,421	
		EE	0.00	129,839	0	0	129,839	
		<b>Total</b>	<b>35.00</b>	<b>1,596,260</b>	<b>0</b>	<b>0</b>	<b>1,596,260</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30925	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Purchasing Operating	<b>DIVISION:</b> Purchasing & Materials Management

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

PS-\$297,284 20% EE-\$25,968 20% This will allow the Division the flexibility to pay accrued time when someone leaves the Division or to replace critical equipment. We do not know ahead of time which of these will be needed. Previous years' core cuts have left no flexibility to pay these ongoing liabilities.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations - 0101	PS	\$1,486,421	20%	\$297,284		PS	\$1,466,421	20%	\$293,284
	E&E	<u>\$129,839</u>	<u>20%</u>	<u>\$25,968</u>		E&E	<u>\$129,839</u>	<u>20%</u>	<u>\$25,968</u>
<i>Total Request</i>		\$1,616,260	20%	\$323,252	<i>Total Gov. Rec.</i>		\$1,596,260	20%	\$319,252

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 30925	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Purchasing Operating	<b>DIVISION:</b> Purchasing & Materials Management

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
N/A	Unknown	Unknown

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Unknown

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (KEYBRD)	39,111	1.87	46,400	2.00	22,000	1.00	2,000	0.00
SR OFC SUPPORT ASST (KEYBRD)	95,822	3.93	120,021	4.00	144,721	5.00	144,721	5.00
COMPUTER INFO TECHNOLOGIST I	31,954	1.00	0	0.00	0	0.00	0	0.00
COMPUTER INFO TECH SPEC I	49,222	1.00	0	0.00	0	0.00	0	0.00
BUYER I	54,636	2.08	0	0.00	0	0.00	0	0.00
BUYER II	279,582	8.43	365,200	11.00	364,100	11.00	364,100	11.00
BUYER III	202,070	5.00	203,000	5.00	203,000	5.00	203,000	5.00
BUYER IV	153,054	3.00	153,600	3.00	153,600	3.00	153,600	3.00
EXECUTIVE I	29,734	1.00	30,200	1.00	30,200	1.00	30,200	1.00
EXECUTIVE II	0	0.00	0	0.00	32,200	1.00	32,200	1.00
FISCAL & ADMINISTRATIVE MGR B2	231,376	4.00	231,800	4.00	231,800	4.00	231,800	4.00
FISCAL & ADMINISTRATIVE MGR B3	138,188	2.00	138,400	2.00	138,400	2.00	138,400	2.00
OFFICE OF ADMINISTRATION MGR 2	0	0.00	0	0.00	50,200	1.00	50,200	1.00
DESIGNATED PRINCIPAL ASST DEPT	989	0.02	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	81,346	1.00	82,200	1.00	83,000	1.00	83,000	1.00
DESIGNATED PRINCIPAL ASST DIV	32,470	1.00	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	33,200	1.00	33,200	1.00	33,200	1.00
<b>TOTAL - PS</b>	<b>1,419,554</b>	<b>35.33</b>	<b>1,404,021</b>	<b>34.00</b>	<b>1,486,421</b>	<b>36.00</b>	<b>1,466,421</b>	<b>35.00</b>
TRAVEL, IN-STATE	2,891	0.00	4,500	0.00	4,500	0.00	4,500	0.00
TRAVEL, OUT-OF-STATE	1,687	0.00	2,700	0.00	2,700	0.00	2,700	0.00
SUPPLIES	10,593	0.00	17,430	0.00	17,430	0.00	17,430	0.00
PROFESSIONAL DEVELOPMENT	10,758	0.00	9,023	0.00	9,023	0.00	9,023	0.00
COMMUNICATION SERV & SUPP	22,367	0.00	23,400	0.00	23,006	0.00	23,006	0.00
PROFESSIONAL SERVICES	30,141	0.00	59,473	0.00	39,830	0.00	39,830	0.00
M&R SERVICES	7,250	0.00	17,774	0.00	12,256	0.00	12,256	0.00
COMPUTER EQUIPMENT	19,782	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	4,210	0.00	4,444	0.00	4,444	0.00	4,444	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	450	0.00	450	0.00	450	0.00
EQUIPMENT RENTALS & LEASES	12,892	0.00	15,300	0.00	15,300	0.00	15,300	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>PURCHASING/MATRL MGMT - OPER</b>								
<b>CORE</b>								
MISCELLANEOUS EXPENSES	4,397	0.00	900	0.00	900	0.00	900	0.00
TOTAL - EE	126,968	0.00	155,394	0.00	129,839	0.00	129,839	0.00
<b>GRAND TOTAL</b>	<b>\$1,546,522</b>	<b>35.33</b>	<b>\$1,559,415</b>	<b>34.00</b>	<b>\$1,616,260</b>	<b>36.00</b>	<b>\$1,596,260</b>	<b>35.00</b>
GENERAL REVENUE	\$1,546,522	35.33	\$1,559,415	34.00	\$1,616,260	36.00	\$1,596,260	35.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Competitive Bidding and Contracting Program
<b>Program is found in the following core budget(s):</b>	Purchasing and Materials Management Operating

**1. What does this program do?**

DPMM is responsible for the procurement of supplies, equipment and services for state departments. A competitive procurement process (as prescribed by Chapter 34 RSMo) is necessary to procure goods and services for state agencies that are "lowest and best" while maintaining fairness and integrity in the bid process for vendors.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 34 RSMo

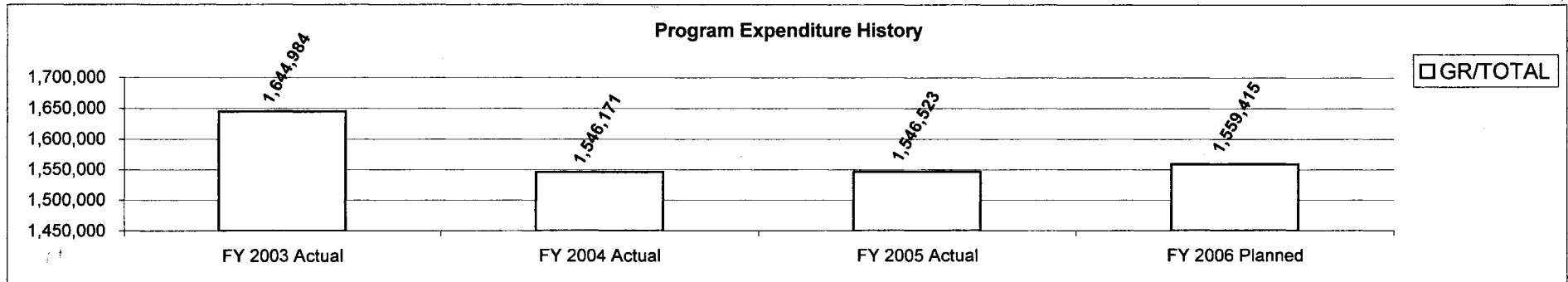
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Competitive Bidding and Contracting Program
<b>Program is found in the following core budget(s):</b>	Purchasing and Materials Management Operating

**7a. Provide an effectiveness measure.**

Percentage of total state expenditures made from DPMM issued contracts to the total operating budget of DPMM

FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Projected	FY 2007 Targeted	FY 2008 Targeted
0.11%	0.148%	0.14%	0.09%	0.09%	0.09%

**7b. Provide an efficiency measure.**

Number of days between the time the bid is created and the time the bid is awarded by DPMM

FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Projected	FY 2007 Targeted	FY 2008 Targeted
53	55	54	53	52	51

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>BID &amp; PERFORMANCE BOND REFUND</b>									
<b>CORE</b>									
<b>PROGRAM-SPECIFIC</b>									
OA REVOLVING ADMINISTRATIVE TR	40,000	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00	
TOTAL - PD	40,000	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00	
TOTAL	40,000	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00	
GRAND TOTAL	\$40,000	0.00	\$2,112,000	0.00	\$2,112,000	0.00	\$2,112,000	0.00	

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30930
<b>Division</b>	Purchasing & Materials Management		
<b>Core</b>	Bid & Performance Bonds Refunds		

## **1. CORE FINANCIAL SUMMARY**

	<b>FY 2007 Budget Request</b>			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	2,112,000	2,112,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      OA Revolving Administrative Trust Fund (0505)

	<b>FY 2007 Governor's Recommendation</b>			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	2,112,000	2,112,000 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: OA Revolving Administrative Trust Fund (0505)

## **2. CORE DESCRIPTION**

This core request is for funding to promptly refund the bidder's bid or performance security that was deposited into State Treasury during the procurement process. Checks are received from vendors as bid or performance security and deposited into the State Treasury. Interest earned on these deposits goes directly into General Revenue. After the bids are awarded or the contractor has performed, these deposits must be promptly refunded to the bidder or contractor. These are refundable deposits and not payments to the state.

## **3. PROGRAM LISTING (list programs included in this core funding)**

N/A

# CORE DECISION ITEM

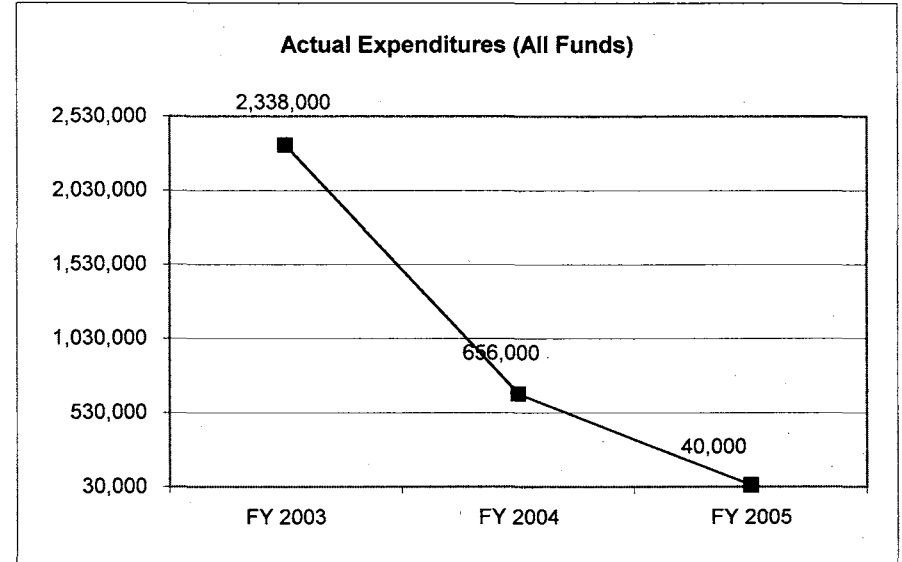
<b>Department</b>	Office of Administration
<b>Division</b>	Purchasing & Materials Management
<b>Core</b>	Bid & Performance Bonds Refunds

**Budget Unit** 30930

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	2,338,000	2,112,000	2,112,000	2,112,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	2,338,000	2,112,000	2,112,000	N/A	
Actual Expenditures (All Funds)	2,338,000	656,000	40,000	N/A	
Unexpended (All Funds)	0	1,456,000	2,072,000	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	0	1,456,000	2,072,000	N/A	

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Estimated appropriation increased \$226,000

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**BID & PERFORMANCE BOND REFUND**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	PD	0.00	0	0	2,112,000	2,112,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	0	0	2,112,000	2,112,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	0	0	2,112,000	2,112,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,112,000</b>	<b>2,112,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>BID &amp; PERFORMANCE BOND REFUND</b>								
<b>CORE</b>								
REFUNDS	40,000	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
TOTAL - PD	40,000	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
<b>GRAND TOTAL</b>	<b>\$40,000</b>	<b>0.00</b>	<b>\$2,112,000</b>	<b>0.00</b>	<b>\$2,112,000</b>	<b>0.00</b>	<b>\$2,112,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$40,000	0.00	\$2,112,000	0.00	\$2,112,000	0.00	\$2,112,000	0.00

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>SURPLUS PROPERTY - OPERATING</b>									
<b>CORE</b>									
PERSONAL SERVICES									
FEDERAL SURPLUS PROPERTY	599,980	20.97	703,374	22.50	793,002	24.50	793,002	23.50	
TOTAL - PS	599,980	20.97	703,374	22.50	793,002	24.50	793,002	23.50	
EXPENSE & EQUIPMENT									
FEDERAL SURPLUS PROPERTY	519,327	0.00	736,884	0.00	736,638	0.00	736,638	0.00	
TOTAL - EE	519,327	0.00	736,884	0.00	736,638	0.00	736,638	0.00	
PROGRAM-SPECIFIC									
FEDERAL SURPLUS PROPERTY	958	0.00	5,000	0.00	5,000	0.00	5,000	0.00	
TOTAL - PD	958	0.00	5,000	0.00	5,000	0.00	5,000	0.00	
<b>TOTAL</b>	<b>1,120,265</b>	<b>20.97</b>	<b>1,445,258</b>	<b>22.50</b>	<b>1,534,640</b>	<b>24.50</b>	<b>1,534,640</b>	<b>23.50</b>	
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
FEDERAL SURPLUS PROPERTY	0	0.00	0	0.00	0	0.00	31,720	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	31,720	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>31,720</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,120,265</b>	<b>20.97</b>	<b>\$1,445,258</b>	<b>22.50</b>	<b>\$1,534,640</b>	<b>24.50</b>	<b>\$1,566,360</b>	<b>23.50</b>	



# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Federal Surplus Property-Operating		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	793,002	793,002
EE	0	0	736,638	736,638
PSD	0	0	5,000	5,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,534,640</b>	<b>1,534,640</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>24.50</b>	<b>24.50</b>

<b>Est. Fringe</b>	0	0	387,699	387,699
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	793,002	793,002
EE	0	0	736,638	736,638
PSD	0	0	5,000	5,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,534,640</b>	<b>1,534,640</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>23.50</b>	<b>23.50</b>

<b>Est. Fringe</b>	0	0	387,699	387,699
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

## 2. CORE DESCRIPTION

This core requirement is for funding to provide surplus property services for the various state agencies. DPMM is responsible for operating state and federal surplus property programs as provided in Chapter 34 and 37 RSMo. The State Agency for Surplus Property (SASP) is responsible for the transfer and/or disposal of state agencies' surplus property to maximize state resources. SASP is also responsible for the administration of the Federal Surplus Program. Expenses incurred by SASP for operating the surplus property program are recovered through service charges applied to property acquired by eligible entities.

## 3. PROGRAM LISTING (list programs included in this core funding)

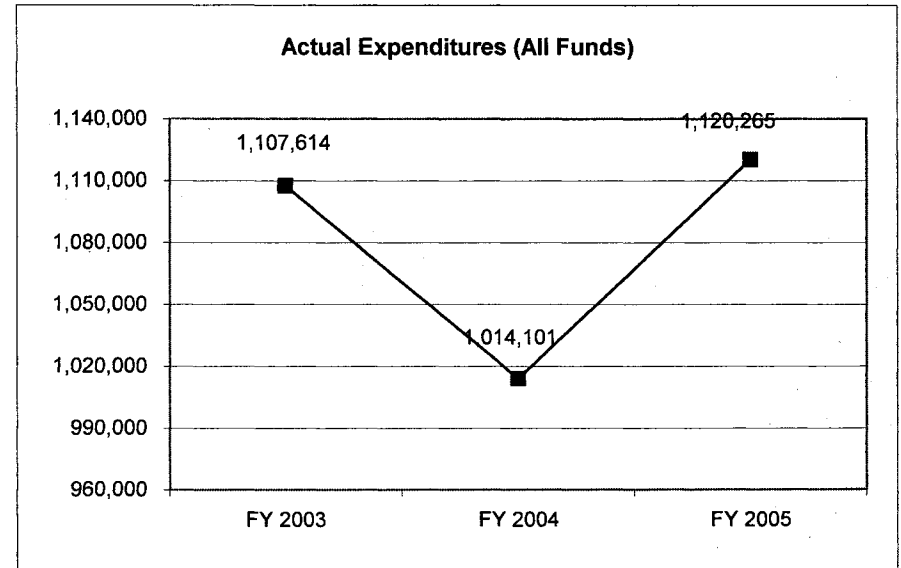
Surplus Property

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Federal Surplus Property-Operating		

## **4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	1,428,626	1,437,258	1,464,258	1,445,258
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,428,626	1,437,258	1,464,258	N/A
Actual Expenditures (All Funds)	1,107,614	1,014,101	1,120,265	N/A
Unexpended (All Funds)	321,012	423,157	343,993	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	321,012	423,157	343,993	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

## CORE RECONCILIATION

### OFFICE OF ADMINISTRATION SURPLUS PROPERTY - OPERATING

#### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	22.50	0	0	703,374	703,374	
		EE	0.00	0	0	736,884	736,884	
		PD	0.00	0	0	5,000	5,000	
		<b>Total</b>	<b>22.50</b>	<b>0</b>	<b>0</b>	<b>1,445,258</b>	<b>1,445,258</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	[#451]	PS	0.00	0	0	8,000	8,000	Overtime to core
Core Reallocation	[#612]	EE	0.00	0	0	(246)	(246)	IT expenses to Information Technology Services Division
Core Reallocation	[#810]	PS	1.00	0	0	41,200	41,200	Recycling FTE from FM, D&C
Core Reallocation	[#816]	PS	1.00	0	0	40,428	40,428	From Accounting. All duties of the position are for SASP functions, and should report to SASP.
<b>NET DEPARTMENT CHANGES</b>			<b>2.00</b>	<b>0</b>	<b>0</b>	<b>89,382</b>	<b>89,382</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	24.50	0	0	793,002	793,002	
		EE	0.00	0	0	736,638	736,638	
		PD	0.00	0	0	5,000	5,000	
		<b>Total</b>	<b>24.50</b>	<b>0</b>	<b>0</b>	<b>1,534,640</b>	<b>1,534,640</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Core Reduction	[#3660]	PS	(1.00)	0	0	0	0	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>			<b>(1.00)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	23.50	0	0	793,002	793,002	

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**SURPLUS PROPERTY - OPERATING**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	736,638	736,638	
	PD	0.00	0	0	5,000	5,000	
	<b>Total</b>	<b>23.50</b>	<b>0</b>	<b>0</b>	<b>1,534,640</b>	<b>1,534,640</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY - OPERATING</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	73,265	2.81	84,600	3.00	113,474	4.00	113,474	3.00
OFFICE SUPPORT ASST (KEYBRD)	13,935	0.72	35,274	2.00	10,000	0.50	10,000	0.50
SR OFC SUPPORT ASST (KEYBRD)	4,479	0.19	14,600	0.50	38,000	1.00	38,000	1.00
STOREKEEPER I	47,854	2.00	75,600	3.00	75,600	3.00	75,600	3.00
STOREKEEPER II	108,352	4.00	124,800	4.00	124,800	4.00	124,800	4.00
SUPPLY MANAGER I	31,342	1.00	32,200	1.00	32,200	1.00	32,200	1.00
SUPPLY MANAGER II	33,742	1.00	34,200	1.00	34,200	1.00	34,200	1.00
ACCOUNT CLERK II	22,883	1.04	22,700	1.00	24,700	1.00	24,700	1.00
ACCOUNTING ANAL II	0	0.00	0	0.00	40,428	1.00	40,428	1.00
EXECUTIVE II	31,480	0.97	37,200	1.00	37,200	1.00	37,200	1.00
MAINTENANCE WORKER I	27,586	1.00	29,200	1.00	29,200	1.00	29,200	1.00
MAINTENANCE WORKER II	28,690	1.00	31,200	1.00	31,200	1.00	31,200	1.00
TRACTOR TRAILER DRIVER	66,423	2.21	67,400	2.00	70,400	2.00	70,400	2.00
MOTOR VEHICLE MECHANIC	31,342	1.00	35,200	1.00	35,200	1.00	35,200	1.00
FISCAL & ADMINISTRATIVE MGR B2	53,470	1.00	55,200	1.00	55,200	1.00	55,200	1.00
DESIGNATED PRINCIPAL ASST DIV	25,137	1.03	24,000	0.00	41,200	1.00	41,200	1.00
<b>TOTAL - PS</b>	<b>599,980</b>	<b>20.97</b>	<b>703,374</b>	<b>22.50</b>	<b>793,002</b>	<b>24.50</b>	<b>793,002</b>	<b>23.50</b>
TRAVEL, IN-STATE	2,261	0.00	10,000	0.00	10,000	0.00	10,000	0.00
TRAVEL, OUT-OF-STATE	18,821	0.00	25,000	0.00	25,000	0.00	25,000	0.00
FUEL & UTILITIES	23,448	0.00	30,000	0.00	30,000	0.00	30,000	0.00
SUPPLIES	61,745	0.00	70,000	0.00	70,000	0.00	70,000	0.00
PROFESSIONAL DEVELOPMENT	1,280	0.00	3,000	0.00	3,000	0.00	3,000	0.00
COMMUNICATION SERV & SUPP	10,456	0.00	14,000	0.00	14,000	0.00	14,000	0.00
PROFESSIONAL SERVICES	329,957	0.00	388,000	0.00	387,754	0.00	387,754	0.00
JANITORIAL SERVICES	2,731	0.00	4,000	0.00	4,000	0.00	4,000	0.00
M&R SERVICES	12,406	0.00	25,000	0.00	25,000	0.00	25,000	0.00
COMPUTER EQUIPMENT	1,873	0.00	0	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	100,000	0.00	100,000	0.00	100,000	0.00
OFFICE EQUIPMENT	3,702	0.00	7,000	0.00	7,000	0.00	7,000	0.00
OTHER EQUIPMENT	627	0.00	2,000	0.00	2,000	0.00	2,000	0.00
PROPERTY & IMPROVEMENTS	4,973	0.00	10,000	0.00	10,000	0.00	10,000	0.00
REAL PROPERTY RENTALS & LEASES	1,900	0.00	2,000	0.00	2,000	0.00	2,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY - OPERATING</b>								
<b>CORE</b>								
EQUIPMENT RENTALS & LEASES	752	0.00	2,000	0.00	2,000	0.00	2,000	0.00
MISCELLANEOUS EXPENSES	15,343	0.00	19,884	0.00	19,884	0.00	19,884	0.00
REBILLABLE EXPENSES	27,052	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	519,327	0.00	736,884	0.00	736,638	0.00	736,638	0.00
REFUNDS	958	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL - PD	958	0.00	5,000	0.00	5,000	0.00	5,000	0.00
<b>GRAND TOTAL</b>	<b>\$1,120,265</b>	<b>20.97</b>	<b>\$1,445,258</b>	<b>22.50</b>	<b>\$1,534,640</b>	<b>24.50</b>	<b>\$1,534,640</b>	<b>23.50</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$1,120,265	20.97	\$1,445,258	22.50	\$1,534,640	24.50	\$1,534,640	23.50

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Surplus Property
<b>Program is found in the following core budget(s):</b> Federal Surplus Property-Operating	

**1. What does this program do?**

DPMM is responsible for operating state and federal surplus property programs as provided in Chapters 34 and 37 RSMo. The State Agency for Surplus Property (SASP) is responsible for the transfer and/or disposal of state agencies' surplus property to maximize state resources. SASP is also responsible for the administration of the Federal Surplus Property Program. Expenses incurred by SASP for operating the surplus property program are recovered through service charges applied to property acquired by eligible entities.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 34 and 37 RSMo

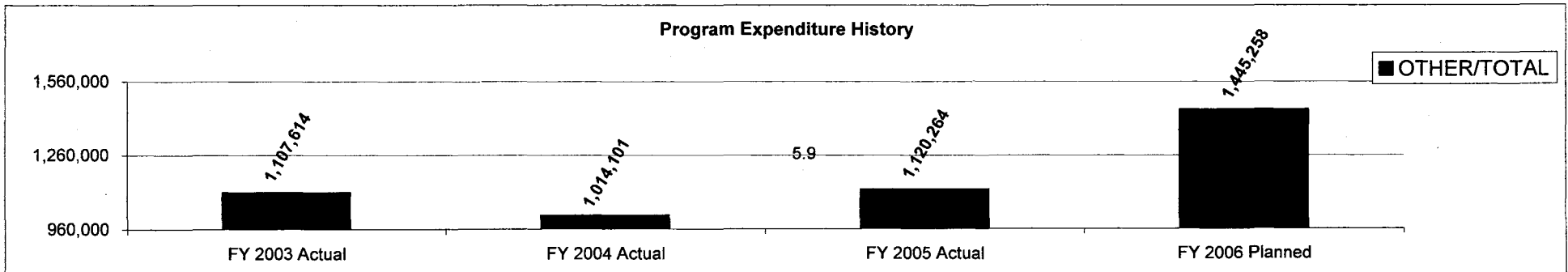
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Federal Surplus Property Fund (0407)

# PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Surplus Property
<b>Program is found in the following core budget(s):</b> Federal Surplus Property-Operating	

## 7a. Provide an effectiveness measure.

Acquisition costs of property received

FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Projected	FY 2007 Targeted	FY 2008 Targeted
\$16,062,859	\$13,024,974	\$11,518,379	\$11,300,000	\$11,100,000	\$11,000,000

Acquisition costs of property transferred

FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Projected	FY 2007 Targeted	FY 2008 Targeted
\$8,416,870	\$8,233,814	\$7,176,875	\$7,150,000	\$7,100,000	\$7,000,000

## 7b. Provide an efficiency measure.

Ratio of SASP overhead vs. federal surplus property acquired

FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Projected	FY 2007 Targeted	FY 2008 Targeted
5.49%	7.15%	8.68%	6.0%	5.9%	5.8%

## 7c. Provide the number of clients/individuals served, if applicable.

n/a

## 7d. Provide a customer satisfaction measure, if available.

n/a



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>FIXED PRICE VEHICLE PROGRAM</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
FEDERAL SURPLUS PROPERTY	1,345,688	0.00	800,000	0.00	800,000	0.00	800,000	0.00	
TOTAL - EE	1,345,688	0.00	800,000	0.00	800,000	0.00	800,000	0.00	
PROGRAM-SPECIFIC									
FEDERAL SURPLUS PROPERTY	500	0.00	0	0.00	0	0.00	0	0.00	
TOTAL - PD	500	0.00	0	0.00	0	0.00	0	0.00	
TOTAL	1,346,188	0.00	800,000	0.00	800,000	0.00	800,000	0.00	
GRAND TOTAL	\$1,346,188	0.00	\$800,000	0.00	\$800,000	0.00	\$800,000	0.00	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Fixed Price Vehicle and Equipment Program		

## 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	800,000	800,000 E	EE	0	0	800,000	800,000 E
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

## 2. CORE DESCRIPTION

This core request is for funding to acquire low mileage vehicles and construction equipment from the Federal Government to be resold to state agencies and eligible entities.

## 3. PROGRAM LISTING (list programs included in this core funding)

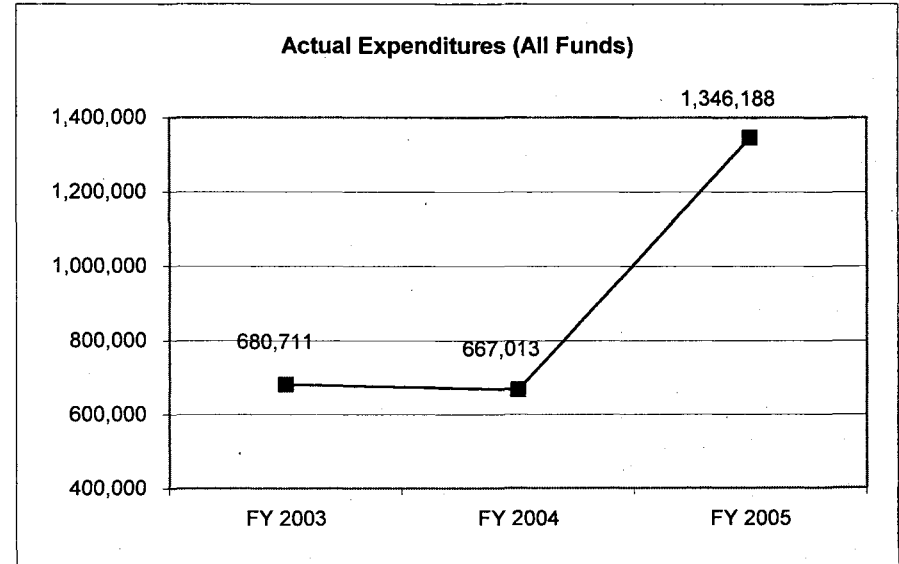
Fixed Price Vehicle and Equipment

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30990
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core -</b>	Fixed Price Vehicle and Equipment Program		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	800,000	800,000	1,346,188	800,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	800,000	800,000	1,346,188	N/A	
Actual Expenditures (All Funds)	680,711	667,013	1,346,188	N/A	
Unexpended (All Funds)	119,289	132,987	0	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	119,289	132,987	0	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** Estimated appropriation was increased by \$546,188 in FY 05.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**FIXED PRICE VEHICLE PROGRAM**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>	EE	0.00	0	0	800,000	800,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	
<b>DEPARTMENT CORE REQUEST</b>	EE	0.00	0	0	800,000	800,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>	EE	0.00	0	0	800,000	800,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	<b>800,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FIXED PRICE VEHICLE PROGRAM</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	224	0.00	200	0.00	200	0.00	200	0.00
TRAVEL, OUT-OF-STATE	269	0.00	5,000	0.00	5,000	0.00	5,000	0.00
SUPPLIES	174	0.00	1,000	0.00	1,000	0.00	1,000	0.00
PROFESSIONAL SERVICES	30,596	0.00	40,000	0.00	40,000	0.00	40,000	0.00
M&R SERVICES	19,664	0.00	15,000	0.00	15,000	0.00	15,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	200	0.00	200	0.00	200	0.00
REBILLABLE EXPENSES	1,294,761	0.00	738,600	0.00	738,600	0.00	738,600	0.00
TOTAL - EE	1,345,688	0.00	800,000	0.00	800,000	0.00	800,000	0.00
REFUNDS	500	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	500	0.00	0	0.00	0	0.00	0	0.00
GRAND TOTAL	\$1,346,188	0.00	\$800,000	0.00	\$800,000	0.00	\$800,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$1,346,188	0.00	\$800,000	0.00	\$800,000	0.00	\$800,000	0.00

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Fixed Price Vehicle and Equipment
<b>Program is found in the following core budget(s):</b> Fixed Price Vehicle and Equipment	

**1. What does this program do?**

This core request is for funding to acquire low mileage vehicles and construction equipment from the Federal Government to be resold to state agencies and eligible entities.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

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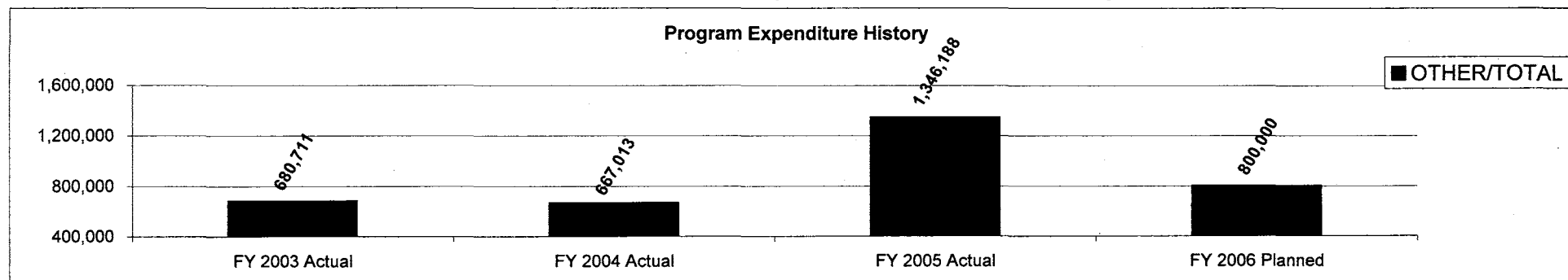
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Federal Surplus Property Fund (0407)

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Fixed Price Vehicle and Equipment
<b>Program is found in the following core budget(s):</b> Fixed Price Vehicle and Equipment	

**7a. Provide an effectiveness measure.**

Number of fixed price vehicles sold.

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
109	112	138	125	127	129

Number of vehicles obtained

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
120	131	163	131	132	133

**7b. Provide an efficiency measure.**

Percentage of vehicles sold compared to number of vehicles obtained

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY 2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
91%	85.5%	84.7%	95%	96%	97%

**7c. Provide the number of clients/individuals served, if applicable.**

n/a

**7d. Provide a customer satisfaction measure, if available.**

n/a

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>SURPLUS PROPERTY RECYCLING</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
FEDERAL SURPLUS PROPERTY	40,965	0.00	13,000	0.00	11,610	0.00	11,610	0.00	
TOTAL - EE	40,965	0.00	13,000	0.00	11,610	0.00	11,610	0.00	
<b>TOTAL</b>	<b>40,965</b>	<b>0.00</b>	<b>13,000</b>	<b>0.00</b>	<b>11,610</b>	<b>0.00</b>	<b>11,610</b>	<b>0.00</b>	
<b>Recycling Operations - 1300017</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
FEDERAL SURPLUS PROPERTY	0	0.00	0	0.00	30,000	0.00	30,000	0.00	
TOTAL - EE	0	0.00	0	0.00	30,000	0.00	30,000	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>	<b>30,000</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$40,965</b>	<b>0.00</b>	<b>\$13,000</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>	<b>\$41,610</b>	<b>0.00</b>	



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>RECYCLING FUNDS TRANSFER</b>									
Recycling Transfer - 1300018									
FUND TRANSFERS									
FEDERAL SURPLUS PROPERTY		0	0.00	0	0.00	20,000	0.00	20,000	0.00
TOTAL - TRF		0	0.00	0	0.00	20,000	0.00	20,000	0.00
TOTAL		0	0.00	0	0.00	20,000	0.00	20,000	0.00
GRAND TOTAL		\$0	0.00	\$0	0.00	\$20,000	0.00	\$20,000	0.00

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30960
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core</b>	Surplus Property Recycling		

**1. CORE FINANCIAL SUMMARY**

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	11,610	11,610 E
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>11,610</b>	<b>11,610</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	11,610	11,610 E
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>11,610</b>	<b>11,610</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

**2. CORE DESCRIPTION**

This core request is for funding to cover operating costs of the State's recycling program such as promotional/information materials and providing desk side/other containers to collect materials.

**3. PROGRAM LISTING (list programs included in this core funding)**

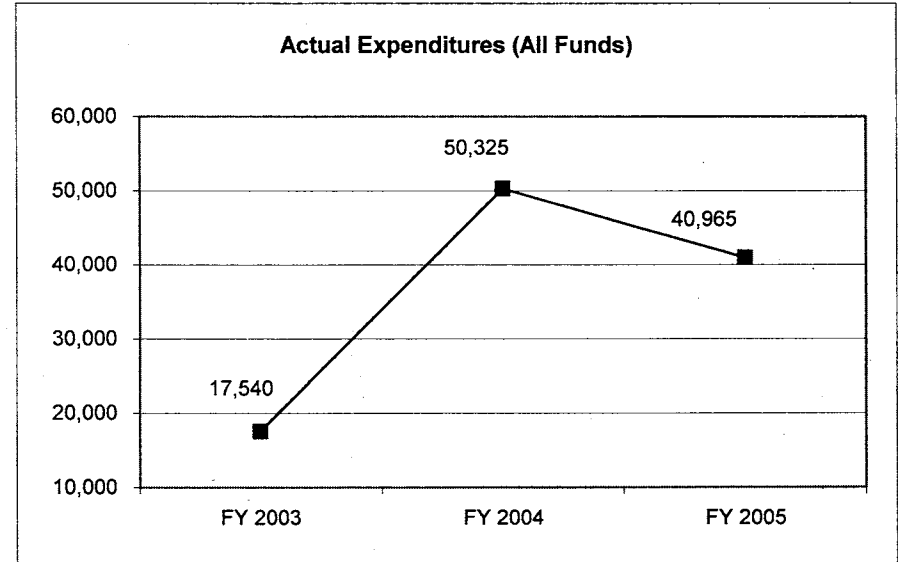
Surplus Property Recycling

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30960
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core</b>	Surplus Property Recycling		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	24,000	54,500	43,000	13,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	24,000	54,500	43,000	N/A
Actual Expenditures (All Funds)	17,540	50,325	40,965	N/A
Unexpended (All Funds)	6,460	4,175	2,035	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	6,460	4,175	2,035	N/A
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

- NOTES:**
- (1) Estimated appropriation was increased \$11,000.
  - (2) Estimated appropriation was increased \$41,500
  - (3) Estimated appropriation was increased \$30,000

# CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
SURPLUS PROPERTY RECYCLING

## 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
	EE		0.00	0	0	13,000	13,000	
	<b>Total</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>13,000</b>	<b>13,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	[#613]	EE	0.00	0	0	(1,390)	(1,390)	IT expenses to Information Technology Services Division
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(1,390)</b>	<b>(1,390)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
	EE		0.00	0	0	11,610	11,610	
	<b>Total</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>11,610</b>	<b>11,610</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
	EE		0.00	0	0	11,610	11,610	
	<b>Total</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>11,610</b>	<b>11,610</b>	

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY RECYCLING</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	324	0.00	1,500	0.00	500	0.00	500	0.00
TRAVEL, OUT-OF-STATE	0	0.00	500	0.00	1,000	0.00	1,000	0.00
SUPPLIES	26,749	0.00	8,000	0.00	7,766	0.00	7,766	0.00
PROFESSIONAL DEVELOPMENT	3,700	0.00	1,000	0.00	1,000	0.00	1,000	0.00
COMMUNICATION SERV & SUPP	382	0.00	0	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	2,769	0.00	1,000	0.00	344	0.00	344	0.00
M&R SERVICES	743	0.00	0	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	4,250	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	1,644	0.00	0	0.00	0	0.00	0	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	500	0.00	500	0.00	500	0.00
MISCELLANEOUS EXPENSES	404	0.00	500	0.00	500	0.00	500	0.00
<b>TOTAL - EE</b>	<b>40,965</b>	<b>0.00</b>	<b>13,000</b>	<b>0.00</b>	<b>11,610</b>	<b>0.00</b>	<b>11,610</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$40,965</b>	<b>0.00</b>	<b>\$13,000</b>	<b>0.00</b>	<b>\$11,610</b>	<b>0.00</b>	<b>\$11,610</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$40,965</b>	<b>0.00</b>	<b>\$13,000</b>	<b>0.00</b>	<b>\$11,610</b>	<b>0.00</b>	<b>\$11,610</b>	<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Surplus Property Recycling  
**Program is found in the following core budget(s):** Surplus Property Recycling

**1. What does this program do?**

This program provides promotion/informational materials and collecting/recycling miscellaneous items. Also, the program assist state agencies with their internal recycling efforts.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 34 RSMo

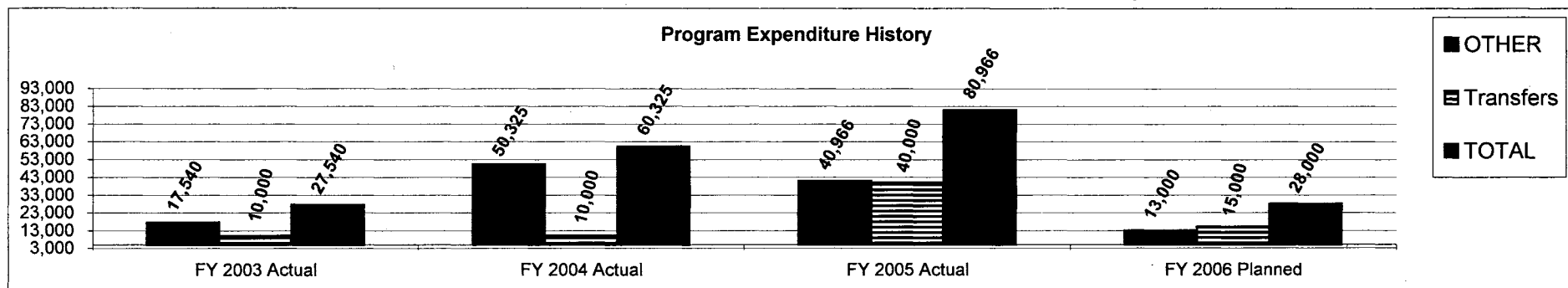
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Federal Surplus Property Fund (0407)

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Surplus Property Recycling
<b>Program is found in the following core budget(s):</b>	Surplus Property Recycling

**7a. Provide an effectiveness measure.**

Recycling revenues received by the state

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
\$40,000	\$75,143	\$121,000	\$70,000	\$80,000	\$90,000

**7b. Provide an efficiency measure.**

Recycling collection tonnage

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
1,400 tons	1,300 tons	1341 tons	1370 tons	1400 tons	1430 tons

Excess revenues transferred to the Department of Social Services

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted
\$10,000	\$10,000	\$40,000	\$15,000	\$17,000	\$20,000

**7c. Provide the number of clients/individuals served, if applicable.**

n/a

**7d. Provide a customer satisfaction measure, if available.**

n/a

## NEW DECISION ITEM

RANK: 6 OF 11

Department	Office of Administration	Budget Unit	30960 & 30965
Division	Purchasing & Materials		
DI Name	Recycling Operations and Transfer	DI#	130017 & 130018

## 1. AMOUNT OF REQUEST

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	30,000	30,000 E	EE	0	0	30,000	30,000 E
TRF	0	0	20,000	20,000 E	TRF	0	0	20,000	20,000 E
Total	0	0	50,000	50,000	Total	0	0	50,000	50,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and				

Other Funds: Federal Surplus Property Fund (0407)

Other Funds: Federal Surplus Property Fund (0407)

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Pursuant to RSMo 34.032 section 5	

## 3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The expense and equipment core increase request is for funding to cover operating costs of the State's recycling program such as promotional/information materials and providing desk side/other containers to collect materials. The new transfer appropriation is needed to facilitate the transfer of excess funds from the recycling program to the Department of Social Services to be used by the heating assistance program. Proceeds from the sale of recycled materials may be used to offset costs of the recycling program. Any moneys in excess of costs incurred shall be transferred to the department of social services to be used by the heating assistance program pursuant to sections 660.100 to 660.135, RSMo. Transfers have been made regularly to the heating assistance program, but this transfer request is to establish a specific appropriation for excess recycling funds.



**NEW DECISION ITEM**

RANK: 6 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30960 & 30965	
<b>Division</b>	Purchasing & Materials			
<b>DI Name</b>	Recycling Operations and Transfer	<b>DI#</b>	130017 & 130018	

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

This year's requested amount is based on transfers the program has made in previous fiscal years.  
FY03-\$10,000  
FY04-\$10,000  
FY05-\$40,000

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>
Travel, in-state 140					0		0		
Travel, out of state 160					0		0		
Supplies 190					24,000		24,000		
Professional Dev. 320					4,000		4,000		
Professional Services 400					1,000		1,000		
Building Lease Payment 680					500		500		
Miscellaneous Expenses 740					500		500		
							0		
<b>Total EE</b>	<b>0</b>		<b>0</b>		<b>30,000</b>		<b>30,000</b>		<b>0</b>
Transfers					20,000		20,000		
<b>Total TRF</b>	<b>0</b>		<b>0</b>		<b>20,000</b>		<b>20,000</b>		<b>0</b>
<b>Grand Total</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>50,000</b>	<b>0.0</b>	<b>50,000</b>	<b>0.0</b>	<b>0</b>

**NEW DECISION ITEM**

RANK: 6 OF 11

Department	Office of Administration		Budget Unit		30960 & 30965	
Division	Purchasing & Materials					
DI Name	Recycling Operations and Transfer		DI#		130017 & 130018	
		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
		GR	GR	FED	FED	OTHER
		DOLLARS	FTE	DOLLARS	FTE	DOLLARS
Budget Object Class/Job Class						

**NEW DECISION ITEM**  
**RANK:** 6 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30960 & 30965
<b>Division</b>	Purchasing & Materials		
<b>DI Name</b>	Recycling Operations and Transfer	<b>DI#</b>	130017 & 130018

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without**

<b>6a. Provide an effectiveness measure.</b> Recycling revenues received by the state						<b>6b. Provide an efficiency measure.</b> Recycling collection tonnage					
<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>
Actual	Actual	Actual	Projected	Targeted	Targeted	Actual	Actual	Actual	Projected	Targeted	Targeted
\$40,000	\$75,143	\$121,000	\$70,000	\$80,000	\$90,000	1,400 tons	1,300 tons	1341 tons	1370 tons	1400 tons	1430 tons
<b>6c. Provide the number of clients/individuals served, if applicable.</b> Excess revenues transferred to the Dept of Social Services						<b>6d. Provide a customer satisfaction measure, if available.</b> N/A					
<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>						
Actual	Actual	Actual	Projected	Targeted	Targeted						
\$10,000	\$10,000	\$40,000	\$15,000	\$17,000	\$20,000						

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Promoting recycling to state agencies through outreach efforts which will increase the collection of recycle materials and revenues returned back to the program.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY RECYCLING</b>								
Recycling Operations - 1300017								
SUPPLIES	0	0.00	0	0.00	24,000	0.00	24,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	4,000	0.00	4,000	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,000	0.00	1,000	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	0	0.00	500	0.00	500	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	500	0.00	500	0.00
TOTAL - EE	0	0.00	0	0.00	30,000	0.00	30,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$30,000	0.00	\$30,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$30,000	0.00	\$30,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>RECYCLING FUNDS TRANSFER</b>								
Recycling Transfer - 1300018								
FUND TRANSFERS	0	0.00	0	0.00	20,000	0.00	20,000	0.00
TOTAL - TRF	0	0.00	0	0.00	20,000	0.00	20,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$20,000</b>	<b>0.00</b>	<b>\$20,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$20,000	0.00	\$20,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>SURPLUS PROPERTY SALE PROCEED</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
PROCEEDS OF SURPLUS PROPERTY	87,248	0.00	48,800	0.00	48,800	0.00	48,800	0.00	
TOTAL - EE	87,248	0.00	48,800	0.00	48,800	0.00	48,800	0.00	
<b>PROGRAM-SPECIFIC</b>									
PROCEEDS OF SURPLUS PROPERTY	67,351	0.00	0	0.00	0	0.00	0	0.00	
TOTAL - PD	67,351	0.00	0	0.00	0	0.00	0	0.00	
<b>TOTAL</b>	<b>154,599</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>	<b>48,800</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$154,599</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>SURPLUS PROPERTY SALE FUND-TRF</b>									
<b>CORE</b>									
<b>FUND TRANSFERS</b>									
PROCEEDS OF SURPLUS PROPERTY	1,354,687	0.00	1,041,200	0.00	1,041,200	0.00	1,041,200	0.00	
TOTAL - TRF	1,354,687	0.00	1,041,200	0.00	1,041,200	0.00	1,041,200	0.00	
<b>TOTAL</b>	<b>1,354,687</b>	<b>0.00</b>	<b>1,041,200</b>	<b>0.00</b>	<b>1,041,200</b>	<b>0.00</b>	<b>1,041,200</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,354,687</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core</b>	Surplus Property Proceeds/Transfer		

**1. CORE FINANCIAL SUMMARY**

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	48,800	48,800 E
PSD	0	0	0	0
TRF	0	0	1,041,200	1,041,200 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,090,000</b>	<b>1,090,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Proceeds of Surplus Property Sales Fund (0710)

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	48,800	48,800 E
PSD	0	0	0	0
TRF	0	0	1,041,200	1,041,200 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,090,000</b>	<b>1,090,000</b>
FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Proceeds of Surplus Property Sales Fund (0710)

**2. CORE DESCRIPTION**

To pay the costs of conducting state surplus property sales. Expenses for state surplus property operations included auctioneer fees, advertising and travel expenses. In addition, reimbursement is made for use of office space and equipment. Also, this appropriation is for the distribution of state surplus property proceeds by transfer to the state funds(s) from which the property was originally purchased.

**3. PROGRAM LISTING (list programs included in this core funding)**

Surplus Property Proceeds/Transfer



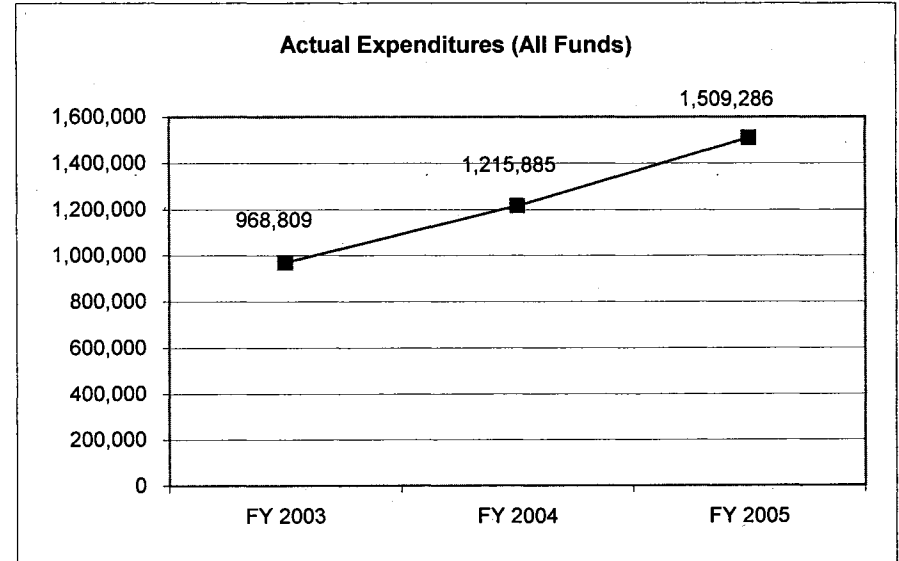
# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	30985
<b>Division</b>	Purchasing & Materials Mgmt.		
<b>Core</b>	Surplus Property Proceeds/Transfer		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	1,090,000	1,220,000	1,513,980	1,090,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	1,090,000	1,220,000	1,513,980	N/A	
Actual Expenditures (All Funds)	968,809	1,215,885	1,509,286	0	
Unexpended (All Funds)	121,191	4,115	4,694	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	121,191	4,115	4,694	N/A	

(1) (2)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

- (1) Estimated appropriation increased \$130,000
- (2) Estimated appropriations increased \$423,980

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**SURPLUS PROPERTY SALE PROCEED**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>	EE	0.00	0	0	48,800	48,800	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>48,800</b>	<b>48,800</b>	
<b>DEPARTMENT CORE REQUEST</b>	EE	0.00	0	0	48,800	48,800	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>48,800</b>	<b>48,800</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>	EE	0.00	0	0	48,800	48,800	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>48,800</b>	<b>48,800</b>	

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**  
**SURPLUS PROPERTY SALE FUND-TRF**

**5. CORE RECONCILIATION**

	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	TRF	0.00	0	0	1,041,200	1,041,200	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,041,200</b>	<b>1,041,200</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	TRF	0.00	0	0	1,041,200	1,041,200	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,041,200</b>	<b>1,041,200</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	TRF	0.00	0	0	1,041,200	1,041,200	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,041,200</b>	<b>1,041,200</b>	

**OFFICE OF ADMINISTRATION**
**DECISION ITEM DETAIL**

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY SALE PROCEED</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	603	0.00	500	0.00	500	0.00	500	0.00
SUPPLIES	2,261	0.00	6,300	0.00	6,300	0.00	6,300	0.00
PROFESSIONAL SERVICES	68,108	0.00	30,500	0.00	30,500	0.00	30,500	0.00
M&R SERVICES	0	0.00	500	0.00	500	0.00	500	0.00
EQUIPMENT RENTALS & LEASES	760	0.00	2,000	0.00	2,000	0.00	2,000	0.00
MISCELLANEOUS EXPENSES	15,516	0.00	9,000	0.00	9,000	0.00	9,000	0.00
TOTAL - EE	87,248	0.00	48,800	0.00	48,800	0.00	48,800	0.00
PROGRAM DISTRIBUTIONS	64,400	0.00	0	0.00	0	0.00	0	0.00
REFUNDS	2,951	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	67,351	0.00	0	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$154,599</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>	<b>\$48,800</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$154,599	0.00	\$48,800	0.00	\$48,800	0.00	\$48,800	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>SURPLUS PROPERTY SALE FUND-TRF</b>								
<b>CORE</b>								
FUND TRANSFERS	1,354,687	0.00	1,041,200	0.00	1,041,200	0.00	1,041,200	0.00
TOTAL - TRF	1,354,687	0.00	1,041,200	0.00	1,041,200	0.00	1,041,200	0.00
<b>GRAND TOTAL</b>	<b>\$1,354,687</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>	<b>\$1,041,200</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$1,354,687	0.00	\$1,041,200	0.00	\$1,041,200	0.00	\$1,041,200	0.00

## PROGRAM DESCRIPTION

**Department:** Office of Administration

**Program Name:** Purchasing & Materials Mgmt.

**Program is found in the following core budget(s):** Surplus Property Proceeds/Transfer

**1. What does this program do?**

Chapter 34 RSMo authorizes OA to transfer state surplus property between state agencies, distribute state surplus property to eligible entities, and to sell state surplus property, which is not transferred or distributed, to the general public by auction or sealed bid. Per 37.090 RSMo, a fund was established to pay the costs of conducting state surplus property sales and to distribute the monies received in excess of costs to the fund which purchased the item that was sold. Expenses for state surplus property operations include auctioneer fees, advertising and travel expenses. In addition, reimbursement is made for use of office space and equipment.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 34 & 37 RSMo

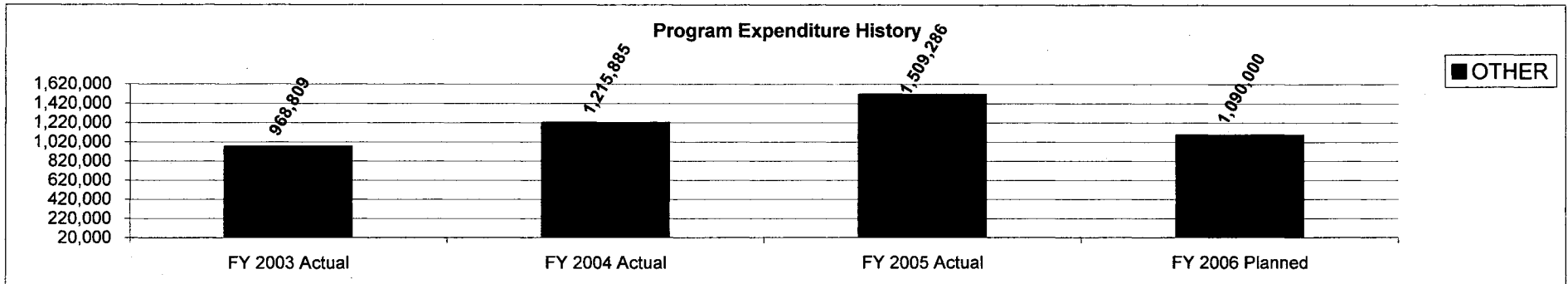
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Proceeds of Surplus Property Sales Fund (0710)

## PROGRAM DESCRIPTION

**Department: Office of Administration**

**Program Name: Purchasing & Materials Mgmt.**

**Program is found in the following core budget(s): Surplus Property Proceeds/Transfer**

**7a. Provide an effectiveness measure.**

Number of invoices (transfers of state surplus property to state agencies/other eligible entities).

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
580	492	518	520	540	560

**7b. Provide an efficiency measure.**

Revenues transferred to back to state agencies after sale of property

<b>FY 2003</b>	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>FY 2007</b>	<b>FY2008</b>
<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Targeted</b>	<b>Targeted</b>
\$901,846	\$994,900	\$1,003,073	\$1,100,000	\$1,150,000	\$1,200,000

**7c. Provide the number of clients/individuals served, if applicable.**

n/a

**7d. Provide a customer satisfaction measure, if available.**

n/a





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>FAC MGMT - LEASE DESIGN - OPER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
OA REVOLVING ADMINISTRATIVE TR	961,602	23.75	1,051,679	25.50	0	0.00	0	0.00	0.00
TOTAL - PS	961,602	23.75	1,051,679	25.50	0	0.00	0	0.00	0.00
EXPENSE & EQUIPMENT									
OA REVOLVING ADMINISTRATIVE TR	171,242	0.00	162,082	0.00	0	0.00	0	0.00	0.00
TOTAL - EE	171,242	0.00	162,082	0.00	0	0.00	0	0.00	0.00
<b>TOTAL</b>	<b>1,132,844</b>	<b>23.75</b>	<b>1,213,761</b>	<b>25.50</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,132,844</b>	<b>23.75</b>	<b>\$1,213,761</b>	<b>25.50</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration
<b>Division</b>	Facilities Management, Design and Construction
<b>Core</b>	Real Estate (formerly Leasing) Services

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FTE 0.00 0.00 0.00 0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FTE 0.00 0.00 0.00 0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The core funding supporting the real estate services staff responsible for implementation of the state's program for procurement and contract administration of leased real property and space verification has been reallocated into the Facilities Management, Design and Construction Asset Management core for FY 07.

## 3. PROGRAM LISTING (list programs included in this core funding)

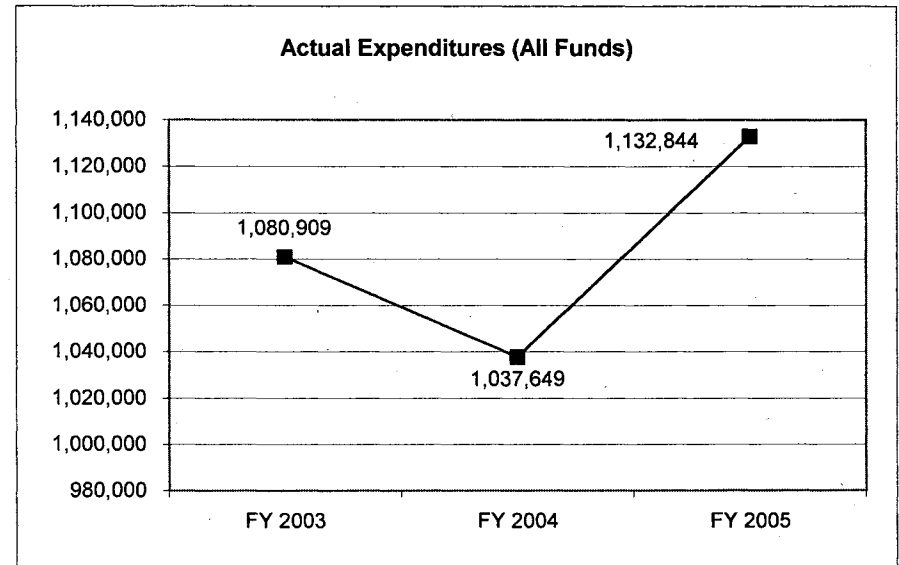
See Asset Management, FM, D&C

# CORE DECISION ITEM

<b>Department</b>	Office of Administration
<b>Division</b>	Facilities Management, Design and Construction
<b>Core</b>	Real Estate (formerly Leasing) Services

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	1,293,543	1,195,205	1,189,217	1,213,761
Less Reverted (All Funds)	(128,824)	(35,856)	(35,677)	N/A
Budget Authority (All Funds)	1,164,719	1,159,349	1,153,540	N/A
Actual Expenditures (All Funds)	1,080,909	1,037,649	1,132,844	N/A
Unexpended (All Funds)	83,810	121,700	20,696	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	83,810	121,700	20,696	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**  
**FAC MGMT - LEASE DESIGN - OPER**

**5. CORE RECONCILIATION**

		<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>								
		PS	25.50	0	0	1,051,679	1,051,679	
		EE	0.00	0	0	162,082	162,082	
		<b>Total</b>	<b>25.50</b>	<b>0</b>	<b>0</b>	<b>1,213,761</b>	<b>1,213,761</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	[#667]	PS	(25.50)	0	0	(1,051,679)	(1,051,679)	To Asset Management SFMOF appropriation as part of FMDC reorganization.
Core Reallocation	[#667]	EE	0.00	0	0	(162,082)	(162,082)	To Asset Management SFMOF appropriation as part of FMDC reorganization.
<b>NET DEPARTMENT CHANGES</b>			<b>(25.50)</b>	<b>0</b>	<b>0</b>	<b>(1,213,761)</b>	<b>(1,213,761)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	0.00	0	0	0	0	
		EE	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	0.00	0	0	0	0	
		EE	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FAC MGMT - LEASE DESIGN - OPER</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (KEYBRD)	20,506	1.00	22,200	1.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	24,094	1.00	25,788	1.00	0	0.00	0	0.00
STATE LEASING COOR	227,348	5.00	227,808	5.00	0	0.00	0	0.00
ACCOUNT CLERK II	41,180	1.78	50,040	2.00	0	0.00	0	0.00
ACCOUNTANT II	35,026	1.00	36,720	1.00	0	0.00	0	0.00
BUDGET ANAL III	42,706	1.00	42,756	1.00	0	0.00	0	0.00
EXECUTIVE II	71,384	1.88	78,849	2.00	0	0.00	0	0.00
HOUSEKEEPER I	0	0.00	26,712	1.00	0	0.00	0	0.00
CONTRACT SPEC II (OFC OF ADM)	4,727	0.13	0	0.00	0	0.00	0	0.00
DESIGNER I	31,954	1.00	33,648	1.00	0	0.00	0	0.00
DESIGNER II	37,529	0.98	40,176	1.00	0	0.00	0	0.00
PLANT MAINTENANCE ENGR III	42,706	1.00	42,756	1.00	0	0.00	0	0.00
CONSTRUCTION INSPECTOR	161,332	4.00	168,048	4.00	0	0.00	0	0.00
FACILITIES OPERATIONS MGR B2	26,735	0.50	26,760	0.50	0	0.00	0	0.00
FACILITIES OPERATIONS MGR B3	66,814	1.02	101,626	1.50	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	42,706	1.00	42,756	1.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	18,252	0.34	26,544	0.50	0	0.00	0	0.00
DIVISION DIRECTOR	44,860	0.54	40,698	0.50	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	21,743	0.58	17,794	0.50	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>961,602</b>	<b>23.75</b>	<b>1,051,679</b>	<b>25.50</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	26,733	0.00	27,000	0.00	0	0.00	0	0.00
TRAVEL, OUT-OF-STATE	555	0.00	250	0.00	0	0.00	0	0.00
FUEL & UTILITIES	4,820	0.00	7,000	0.00	0	0.00	0	0.00
SUPPLIES	17,772	0.00	18,700	0.00	0	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	10,430	0.00	6,000	0.00	0	0.00	0	0.00
COMMUNICATION SERV & SUPP	23,016	0.00	25,500	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	51,741	0.00	39,602	0.00	0	0.00	0	0.00
JANITORIAL SERVICES	5,889	0.00	7,250	0.00	0	0.00	0	0.00
M&R SERVICES	6,367	0.00	11,500	0.00	0	0.00	0	0.00
COMPUTER EQUIPMENT	7,276	0.00	0	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	11,050	0.00	17,930	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	191	0.00	250	0.00	0	0.00	0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FAC MGMT - LEASE DESIGN - OPER								
CORE								
OTHER EQUIPMENT	1,080	0.00	1,000	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	4,322	0.00	100	0.00	0	0.00	0	0.00
TOTAL - EE	171,242	0.00	162,082	0.00	0	0.00	0	0.00
GRAND TOTAL	\$1,132,844	23.75	\$1,213,761	25.50	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$1,132,844	23.75	\$1,213,761	25.50	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LEASING GR-TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	1,498,641	0.00	1,600,736	0.00	0	0.00	0	0.00
TOTAL - TRF	1,498,641	0.00	1,600,736	0.00	0	0.00	0	0.00
TOTAL	1,498,641	0.00	1,600,736	0.00	0	0.00	0	0.00
GRAND TOTAL	\$1,498,641	0.00	\$1,600,736	0.00	\$0	0.00	\$0	0.00

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31023
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Real Estate Services General Revenue Transfer		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request					FY 2007 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

## 2. CORE DESCRIPTION

This item was transferred to HB-13 for the operating costs of real estate services of the Division of Facilities Management, Design and Construction for FY 2007.

The cost of real estate services operations will be charged from HB 13 (Statewide Leasing) to General Revenue and Other funds. The same funds that support the activity of state employees are charged for the cost of asset management provided by DFMD. In this way, the amount of general revenue can be reduced and more appropriate funds can carry their share of the cost.

A reduction to general revenue (GR) was possible, because GR will no longer up-front the entire operating expenses. Other funds will be charged directly throughout the year for their portion of the operating costs.

## 3. PROGRAM LISTING (list programs included in this core funding)

N/A

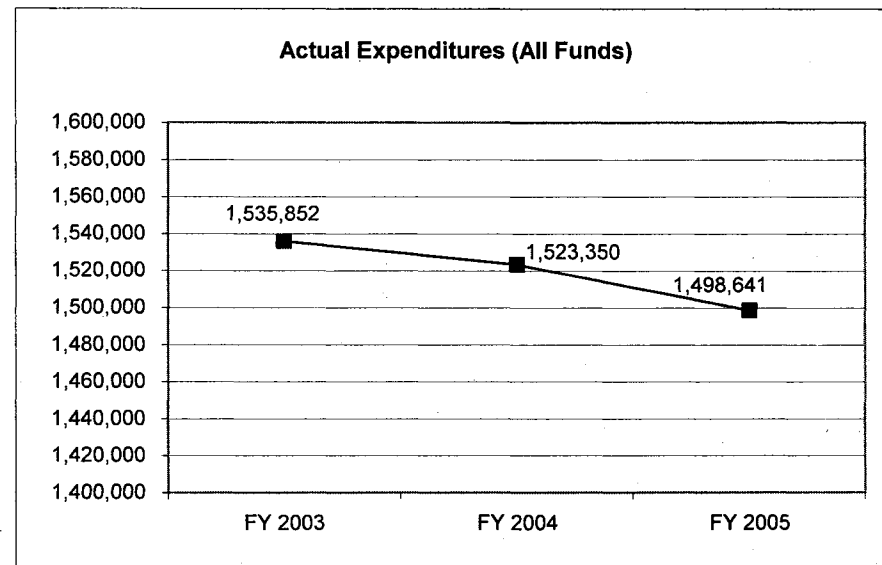


# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31023
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Transfer Real Estate Services General Revenue Transfer		

## **4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	1,664,676	1,595,062	1,534,318	1,600,736
Less Reverted (All Funds)	(128,824)	(35,856)	(35,677)	N/A
Budget Authority (All Funds)	1,535,852	1,559,206	1,498,641	N/A
Actual Expenditures (All Funds)	1,535,852	1,523,350	1,498,641	N/A
Unexpended (All Funds)	0	35,856	0	N/A
Unexpended, by Fund:				
General Revenue	0	35,856	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

# CORE RECONCILIATION

## OFFICE OF ADMINISTRATION LEASING GR-TRANSFER

### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		TRF	0.00	1,600,736	0	0	1,600,736	
		<b>Total</b>	<b>0.00</b>	<b>1,600,736</b>	<b>0</b>	<b>0</b>	<b>1,600,736</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer Out	[#2163]	TRF	0.00	(1,035,706)	0	0	(1,035,706)	FM, D&C's leasing operating costs are being transferred to HB 13 (Leasing Budget) and allocated out to the specific departments paying these costs.
Core Reduction	[#2739]	TRF	0.00	(565,030)	0	0	(565,030)	FM, D&C's leasing operation allocations from federal and other funds will now be deposited into the State Facility Maintenance and Operation Fund rather than deposited into GR.
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>(1,600,736)</b>	<b>0</b>	<b>0</b>	<b>(1,600,736)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		TRF	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		TRF	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LEASING GR-TRANSFER								
CORE								
FUND TRANSFERS	1,498,641	0.00	1,600,736	0.00	0	0.00	0	0.00
TOTAL - TRF	1,498,641	0.00	1,600,736	0.00	0	0.00	0	0.00
GRAND TOTAL	\$1,498,641	0.00	\$1,600,736	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$1,498,641	0.00	\$1,600,736	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

**OFFICE OF ADMINISTRATION**
**DECISION ITEM SUMMARY**

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LEASING OTHER FUNDS-TRANSFER									
CORE									
FUND TRANSFERS									
VOCATIONAL REHABILITATION	97,232	0.00	85,617	0.00	0	0.00	0	0.00	
DEPT HIGHER EDUCATION	501	0.00	467	0.00	0	0.00	0	0.00	
ATTORNEY GENERAL	507	0.00	243	0.00	0	0.00	0	0.00	
JUDICIARY - FEDERAL	938	0.00	923	0.00	0	0.00	0	0.00	
DEPT NATURAL RESOURCES	14,913	0.00	14,229	0.00	0	0.00	0	0.00	
DEPARTMENT OF HEALTH	49,507	0.00	50,114	0.00	0	0.00	0	0.00	
DEPT MENTAL HEALTH	676	0.00	145	0.00	0	0.00	0	0.00	
DEPT OF TRANSPORT HWY SAFETY	60	0.00	0	0.00	0	0.00	0	0.00	
DEPT PUBLIC SAFETY	656	0.00	704	0.00	0	0.00	0	0.00	
DIV JOB DEVELOPMENT & TRAINING	50,749	0.00	49,465	0.00	0	0.00	0	0.00	
ASSISTIVE TECHNOLOGY FEDERAL	1,201	0.00	651	0.00	0	0.00	0	0.00	
ADJUTANT GENERAL-FEDERAL	18,142	0.00	17,217	0.00	0	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	205,283	0.00	193,907	0.00	0	0.00	0	0.00	
UNEMPLOYMENT COMP ADMIN	6,714	0.00	8,267	0.00	0	0.00	0	0.00	
PHARMACY REBATES	58	0.00	0	0.00	0	0.00	0	0.00	
THIRD PARTY LIABILITY COLLECT	138	0.00	136	0.00	0	0.00	0	0.00	
CHILD SUPPORT ENFORCEMT COLLTN	1,502	0.00	1,142	0.00	0	0.00	0	0.00	
MO AIR EMISSION REDUCTION	1,574	0.00	1,789	0.00	0	0.00	0	0.00	
NURSING FAC QUALITY OF CARE	390	0.00	384	0.00	0	0.00	0	0.00	
DIVISION OF TOURISM SUPPL REV	305	0.00	265	0.00	0	0.00	0	0.00	
GAMING COMMISSION FUND	13,644	0.00	13,163	0.00	0	0.00	0	0.00	
MO PUBLIC HEALTH SERVICES	78	0.00	76	0.00	0	0.00	0	0.00	
NATURAL RESOURCES REVOLVING SE	14	0.00	14	0.00	0	0.00	0	0.00	
HISTORIC PRESERVATION REVOLV	6	0.00	175	0.00	0	0.00	0	0.00	
MO VETERANS HOMES	465	0.00	0	0.00	0	0.00	0	0.00	
DNR COST ALLOCATION	1,136	0.00	1,097	0.00	0	0.00	0	0.00	
STATE FACILITY MAINT & OPERAT	8,057	0.00	7,803	0.00	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	5,768	0.00	0	0.00	0	0.00	0	0.00	
WORKING CAPITAL REVOLVING	1,603	0.00	1,650	0.00	0	0.00	0	0.00	
DIVISION OF CREDIT UNIONS	738	0.00	545	0.00	0	0.00	0	0.00	
DIVISION OF FINANCE	6,647	0.00	6,023	0.00	0	0.00	0	0.00	
NATURAL RESOURCES PROTECTION	23	0.00	31	0.00	0	0.00	0	0.00	
DEAF RELAY SER & EQ DIST PRGM	0	0.00	531	0.00	0	0.00	0	0.00	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
LEASING OTHER FUNDS-TRANSFER									
CORE									
FUND TRANSFERS									
DEPT OF INSURANCE DEDICATED	266	0.00	268	0.00	0	0.00	0	0.00	
NRP-WATER POLLUTION PERMIT FEE	6,195	0.00	3,755	0.00	0	0.00	0	0.00	
SOLID WASTE MANAGEMENT	2,371	0.00	3,853	0.00	0	0.00	0	0.00	
METALLIC MINERALS WASTE MGMT	137	0.00	102	0.00	0	0.00	0	0.00	
LOCAL RECORDS PRESERVATION	8	0.00	0	0.00	0	0.00	0	0.00	
MANUFACTURED HOUSING FUND	454	0.00	447	0.00	0	0.00	0	0.00	
NRP-AIR POLLUTION ASBESTOS FEE	13	0.00	16	0.00	0	0.00	0	0.00	
PETROLEUM STORAGE TANK INS	3,535	0.00	3,130	0.00	0	0.00	0	0.00	
UNDERGROUND STOR TANK REG PROG	239	0.00	250	0.00	0	0.00	0	0.00	
NRP-AIR POLLUTION PERMIT FEE	4,442	0.00	3,526	0.00	0	0.00	0	0.00	
PUBLIC SERVICE COMMISSION	26,603	0.00	25,948	0.00	0	0.00	0	0.00	
PARKS SALES TAX	8,598	0.00	8,511	0.00	0	0.00	0	0.00	
SOIL AND WATER SALES TAX	3,666	0.00	3,928	0.00	0	0.00	0	0.00	
MERCHANDISE PRACTICES	4,576	0.00	5,776	0.00	0	0.00	0	0.00	
MILK INSPECTION FEES	360	0.00	354	0.00	0	0.00	0	0.00	
GRAIN INSPECTION FEES	864	0.00	682	0.00	0	0.00	0	0.00	
WATER & WASTEWATER LOAN FUND	13	0.00	0	0.00	0	0.00	0	0.00	
WORKERS COMPENSATION	15,266	0.00	15,323	0.00	0	0.00	0	0.00	
WORKERS COMP-SECOND INJURY	3,130	0.00	3,369	0.00	0	0.00	0	0.00	
LOTTERY ENTERPRISE	10,411	0.00	10,243	0.00	0	0.00	0	0.00	
DEPT OF HEALTH-DONATED	78	0.00	76	0.00	0	0.00	0	0.00	
PETROLEUM INSPECTION FUND	237	0.00	233	0.00	0	0.00	0	0.00	
ATTORNEY GENERAL'S ANTITRUST	312	0.00	307	0.00	0	0.00	0	0.00	
ENERGY SET-ASIDE PROGRAM	1,215	0.00	521	0.00	0	0.00	0	0.00	
HAZARDOUS WASTE FUND	2,105	0.00	1,959	0.00	0	0.00	0	0.00	
SAFE DRINKING WATER FUND	3,646	0.00	3,004	0.00	0	0.00	0	0.00	
MO OFFICE OF PROSECUTION SERV	325	0.00	533	0.00	0	0.00	0	0.00	
CRIME VICTIMS COMP FUND	804	0.00	791	0.00	0	0.00	0	0.00	
COAL MINE LAND RECLAMATION	69	0.00	59	0.00	0	0.00	0	0.00	
PROFESSIONAL REGISTRATION FEES	394	0.00	369	0.00	0	0.00	0	0.00	
HAZARDOUS WASTE REMEDIAL	1,061	0.00	1,242	0.00	0	0.00	0	0.00	
MISSOURI AIR POLLUTION CONTROL	0	0.00	94	0.00	0	0.00	0	0.00	
CHILDREN'S TRUST	456	0.00	187	0.00	0	0.00	0	0.00	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>LEASING OTHER FUNDS-TRANSFER</b>									
<b>CORE</b>									
<b>FUND TRANSFERS</b>									
BIODIESEL FUEL REVOLVING	0	0.00	1	0.00	0	0.00	0	0.00	
JUDICIARY EDUCATION & TRAINING	3,125	0.00	3,074	0.00	0	0.00	0	0.00	
EARLY CHILDHOOD DEV EDU/CARE	388	0.00	382	0.00	0	0.00	0	0.00	
GUARANTY AGENCY OPERATING	5,120	0.00	5,302	0.00	0	0.00	0	0.00	
PETROLEUM VIOLTN ESCRW INT SA	51	0.00	0	0.00	0	0.00	0	0.00	
DRY-CLEANING ENVIRL RESP TRUST	210	0.00	250	0.00	0	0.00	0	0.00	
MINED LAND RECLAMATION	428	0.00	392	0.00	0	0.00	0	0.00	
TOTAL - TRF	600,396	0.00	565,030	0.00	0	0.00	0	0.00	
<b>TOTAL</b>	<b>600,396</b>	<b>0.00</b>	<b>565,030</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$600,396</b>	<b>0.00</b>	<b>\$565,030</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31024
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Real Estate Services General Revenue Payback		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The core funding for the transfer from federal and other funds that reimburse GR in support of the real estate services operating costs has been reallocated to Leasing House Bill 13 core for FY 07. Federal and other funds will be charged monthly for their appropriate allocation of real estate operating services.

## 3. PROGRAM LISTING (list programs included in this core funding)

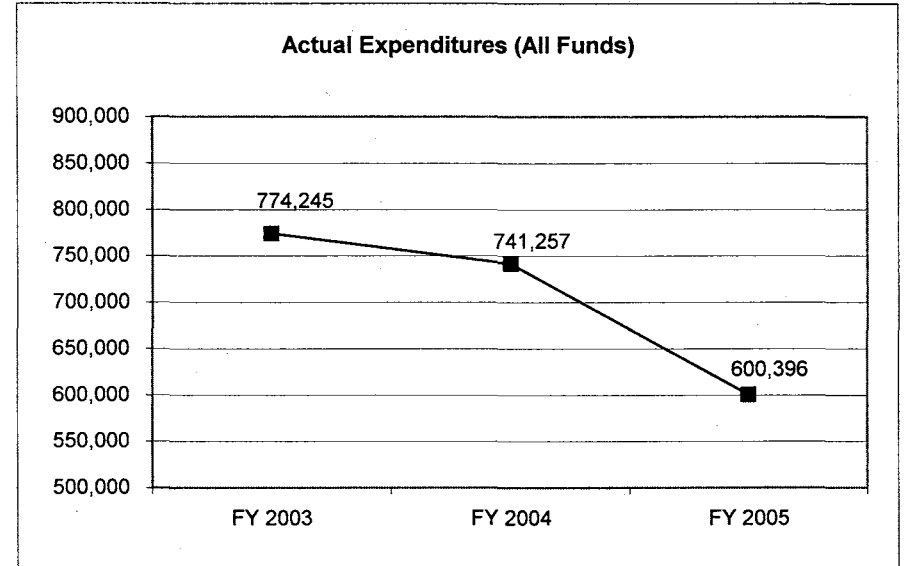
N/A

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31024
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core -</b>	Real Estate Services General Revenue Payback		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	904,939	778,623	602,023	565,030
Less Reverted (All Funds)	0	0	(201)	N/A
Budget Authority (All Funds)	904,939	778,623	601,822	N/A
Actual Expenditures (All Funds)	774,245	741,257	600,396	N/A
Unexpended (All Funds)	130,694	37,366	1,426	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	116,974	25,854	0	N/A
Other	13,720	11,512	1,426	N/A
	(1)			



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Original appropriation "E" was increased \$136,642 to reflect charges allocated by fund.



# CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
LEASING OTHER FUNDS-TRANSFER

## 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	TRF	0.00	0	421,949	143,081	565,030	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>421,949</b>	<b>143,081</b>	<b>565,030</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Transfer Out	[#672] TRF	0.00	0	(421,949)	(143,081)	(565,030)	To HB 13 (Leasing); bill Real Estate Service's operating costs real time to various departments/funds.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>(421,949)</b>	<b>(143,081)</b>	<b>(565,030)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	TRF	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	TRF	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LEASING OTHER FUNDS-TRANSFER								
CORE								
FUND TRANSFERS	600,396	0.00	565,030	0.00	0	0.00	0	0.00
TOTAL - TRF	600,396	0.00	565,030	0.00	0	0.00	0	0.00
GRAND TOTAL	\$600,396	0.00	\$565,030	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$447,079	0.00	\$421,949	0.00	\$0	0.00		0.00
OTHER FUNDS	\$153,317	0.00	\$143,081	0.00	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
MANSION DONATIONS								
CORE								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	0	0.00	30,000	0.00	30,000	0.00	30,000	0.00
TOTAL - EE	0	0.00	30,000	0.00	30,000	0.00	30,000	0.00
TOTAL	0	0.00	30,000	0.00	30,000	0.00	30,000	0.00
GRAND TOTAL	\$0	0.00	\$30,000	0.00	\$30,000	0.00	\$30,000	0.00

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31042
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Governor's Mansion Donation		

## **1. CORE FINANCIAL SUMMARY**

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	30,000	30,000
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      State Facility Maintenance and Operation Fund (0501)

Note:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	30,000	30,000
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>

FTE                      0.00              0.00              0.00              0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (050

## **2. CORE DESCRIPTION**

This appropriation provides authority to spend donated funds in support of maintenance, renovations, and operations at the Executive Mansion and grounds.

Additionally, the Mansion Donations Fund is a revolving fund that can be used for voluntary contributions and donations to the Board of Public Buildings on behalf of the Governor's Mansion, and will be available to pay costs associated with public events at the Mansion. Contributions can be made by visitors to the Governor's Mansion, and monies can be expended for the public purpose of sponsoring cultural and educational events for the citizens of the State of Missouri. Such monies can also be expended for the purpose of allowing citizen groups to hold functions at the Mansion.

## **3. PROGRAM LISTING (list programs included in this core funding)**

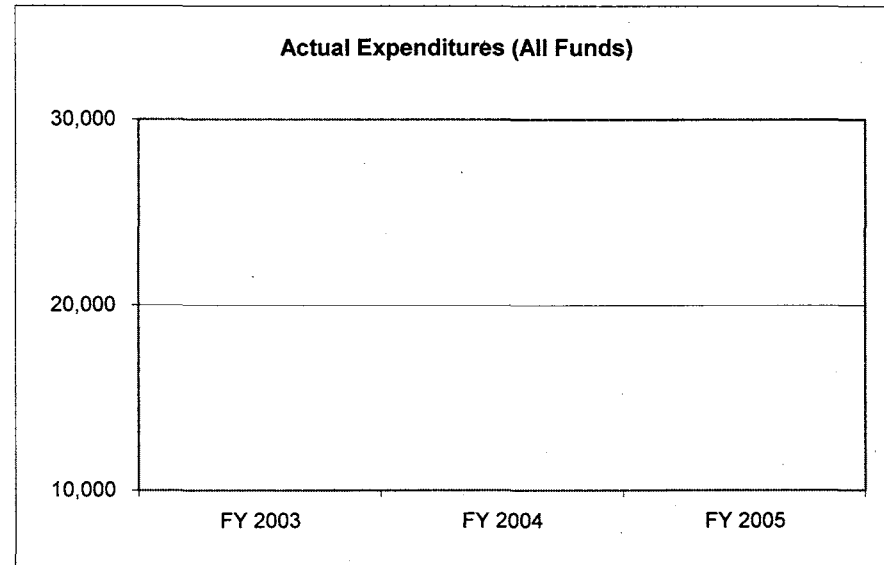
N/A

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31042
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Governor's Mansion Donation		

## **4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	30,000	30,000	30,000	30,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	30,000	30,000	30,000	N/A	
Actual Expenditures (All Funds)	0	0	0	N/A	
Unexpended (All Funds)	30,000	30,000	30,000	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	30,000	30,000	30,000	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION****MANSION DONATIONS**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	30,000	30,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	30,000	30,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	30,000	30,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>MANSION DONATIONS</b>								
<b>CORE</b>								
SUPPLIES	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL SERVICES	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	15,000	0.00	15,000	0.00	15,000	0.00
TOTAL - EE	0	0.00	30,000	0.00	30,000	0.00	30,000	0.00
GRAND TOTAL	\$0	0.00	\$30,000	0.00	\$30,000	0.00	\$30,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$30,000	0.00	\$30,000	0.00	\$30,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit		FY 2005		FY 2006		FY 2007		FY 2007	
Decision Item		ACTUAL		BUDGET		DEPT REQ		GOV REC	
Budget Object Summary		DOLLAR		DOLLAR		DOLLAR		DOLLAR	
Fund		FTE		FTE		FTE		FTE	
<b>ASSET MANAGEMENT</b>									
<b>CORE</b>									
PERSONAL SERVICES									
STATE FACILITY MAINT & OPERAT		5,846,682	200.11	4,293,140	137.78	8,182,945	238.19	8,182,945	238.19
TOTAL - PS		5,846,682	200.11	4,293,140	137.78	8,182,945	238.19	8,182,945	238.19
EXPENSE & EQUIPMENT									
STATE FACILITY MAINT & OPERAT		10,212,191	0.00	11,459,348	0.00	12,151,875	0.00	12,151,875	0.00
TOTAL - EE		10,212,191	0.00	11,459,348	0.00	12,151,875	0.00	12,151,875	0.00
PROGRAM-SPECIFIC									
STATE FACILITY MAINT & OPERAT		0	0.00	0	0.00	100	0.00	100	0.00
TOTAL - PD		0	0.00	0	0.00	100	0.00	100	0.00
TOTAL		16,058,873	200.11	15,752,488	137.78	20,334,920	238.19	20,334,920	238.19
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>									
PERSONAL SERVICES									
STATE FACILITY MAINT & OPERAT		0	0.00	0	0.00	0	0.00	351,021	0.00
TOTAL - PS		0	0.00	0	0.00	0	0.00	351,021	0.00
TOTAL		0	0.00	0	0.00	0	0.00	351,021	0.00
<b>FM,D&amp;C GR Reallocation - 1300011</b>									
PERSONAL SERVICES									
STATE FACILITY MAINT & OPERAT		0	0.00	0	0.00	592,597	15.50	592,597	15.50
TOTAL - PS		0	0.00	0	0.00	592,597	15.50	592,597	15.50
EXPENSE & EQUIPMENT									
STATE FACILITY MAINT & OPERAT		0	0.00	0	0.00	144,016	0.00	144,016	0.00
TOTAL - EE		0	0.00	0	0.00	144,016	0.00	144,016	0.00
TOTAL		0	0.00	0	0.00	736,613	15.50	736,613	15.50
<b>DED/DOLIR Fac. Ops. Consol. - 1300014</b>									
PERSONAL SERVICES									
STATE FACILITY MAINT & OPERAT		0	0.00	0	0.00	465,346	1.00	465,346	1.00
TOTAL - PS		0	0.00	0	0.00	465,346	1.00	465,346	1.00
EXPENSE & EQUIPMENT									



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>ASSET MANAGEMENT</b>									
<b>DED/DOLIR Fac. Ops. Consol. - 1300014</b>									
EXPENSE & EQUIPMENT									
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	1,701,867	0.00	1,701,867	0.00	
TOTAL - EE	0	0.00	0	0.00	1,701,867	0.00	1,701,867	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2,167,213</b>	<b>1.00</b>	<b>2,167,213</b>	<b>1.00</b>	
<b>Newly Acquired Facilities Op. - 1300013</b>									
EXPENSE & EQUIPMENT									
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	1,321,007	0.00	1,321,007	0.00	
TOTAL - EE	0	0.00	0	0.00	1,321,007	0.00	1,321,007	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,321,007</b>	<b>0.00</b>	<b>1,321,007</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$16,058,873</b>	<b>200.11</b>	<b>\$15,752,488</b>	<b>137.78</b>	<b>\$24,559,753</b>	<b>254.69</b>	<b>\$24,910,774</b>	<b>254.69</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Asset Management		

### 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request					FY 2007 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	8,182,945	8,182,945	PS	0	0	8,182,945	8,182,945
EE	0	0	12,151,875	12,151,875	EE	0	0	12,151,875	12,151,875
PSD	0	0	100	100	PSD	0	0	100	100
<b>Total</b>	<b>0</b>	<b>0</b>	<b>20,334,920</b>	<b>20,334,920</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>20,334,920</b>	<b>20,334,920</b>
 FTE	 0.00	 0.00	 238.19	 238.19	 FTE	 0.00	 0.00	 238.19	 238.19

<b>Est. Fringe</b>	0	0	4,000,642	4,000,642
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: State Facility Maintenance and Operations Fund (0501)

Other Funds: State Facility Maintenance and Operations Fund (0501)

### 2. CORE DESCRIPTION

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reduction deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio we will reduce operating cost. Well maintained facilities are cheaper to operate.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public, these services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan and Energy Management.

### 3. PROGRAM LISTING (list programs included in this core funding)

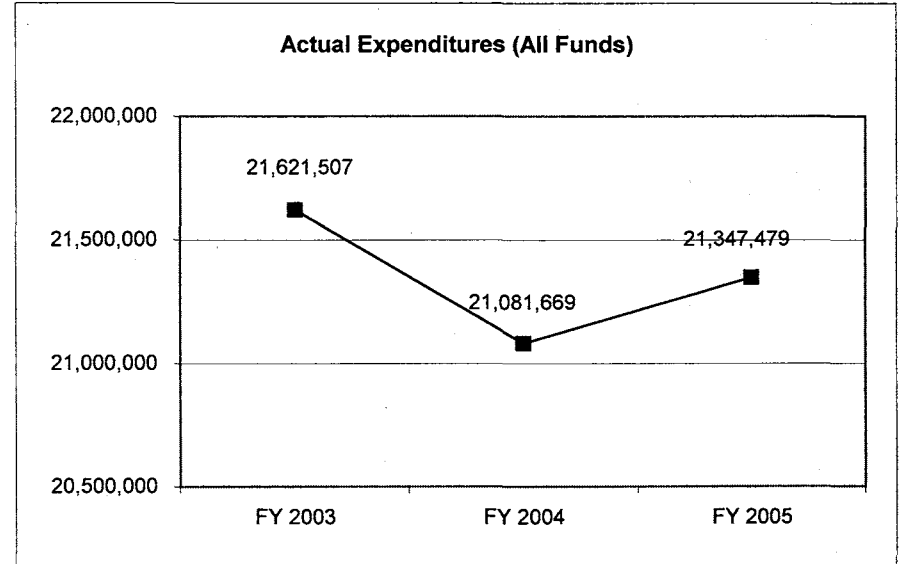
Asset Management

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Asset Management		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	23,809,418	22,892,294	22,460,411	21,136,498
Less Reverted (All Funds)	(871,761)	(533,586)	(632,087)	N/A
Budget Authority (All Funds)	22,937,657	22,358,708	21,828,324	N/A
Actual Expenditures (All Funds)	21,621,507	21,081,669	21,347,479	N/A
Unexpended (All Funds)	1,316,150	1,277,039	480,845	N/A
Unexpended, by Fund:				
General Revenue	22,509	10,506	98,481	N/A
Federal	0	0	0	N/A
Other	1,293,641	1,266,533	382,364	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

# CORE RECONCILIATION

## OFFICE OF ADMINISTRATION ASSET MANAGEMENT

### 5. CORE RECONCILIATION

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	137.78	0	0	4,293,140	4,293,140	
		EE	0.00	0	0	11,459,348	11,459,348	
		<b>Total</b>	<b>137.78</b>	<b>0</b>	<b>0</b>	<b>15,752,488</b>	<b>15,752,488</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer In	[#1526]	PS	9.41	0	0	247,077	247,077	From DNR (State Parks) to allow Facility Management, Design and Construction to take over maintenance of capitol complex grounds.
Transfer In	[#1526]	EE	0.00	0	0	111,327	111,327	From DNR (State Parks) to allow Facility Management, Design and Construction to take over maintenance of capitol complex grounds.
Transfer In	[#3026]	PS	13.00	0	0	0	0	6 staff from the Department of Labor and Industrial Relations and 7 staff from the Department of Economic Development for facility management of various facilities the Facilities Management, Design an...
Transfer Out	[#3120]	EE	0.00	0	0	(17,742)	(17,742)	To HB 13 for consolidation of fuel, utility, and janitorial service payments.
Core Reallocation	[#693]	PS	0.00	0	0	100,000	100,000	Overtime to core.
Core Reallocation	[#708]	PS	(1.00)	0	0	(41,200)	(41,200)	To PMM- Surplus Property for recycling program.
Core Reallocation	[#724]	PS	79.00	0	0	3,583,928	3,583,928	Consolidation of Leasing Operations, D&C Facility Assessment, and D&C RATF as part of FMDC reorganization.
Core Reallocation	[#724]	EE	0.00	0	0	633,221	633,221	Consolidation of Leasing Operations, D&C Facility Assessment, and D&C RATF as part of FMDC reorganization.

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**

**ASSET MANAGEMENT**

**5. CORE RECONCILIATION**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#724] PD	0.00	0	0	100	100	Consolidation of Leasing Operations, D&C Facility Assessment, and D&C RATF as part of FMDC reorganization.
Core Reallocation	[#941] EE	0.00	0	0	(34,279)	(34,279)	IT expenditures to Information Technology Services Division.
<b>NET DEPARTMENT CHANGES</b>		<b>100.41</b>	<b>0</b>	<b>0</b>	<b>4,582,432</b>	<b>4,582,432</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	238.19	0	0	8,182,945	8,182,945	
	EE	0.00	0	0	12,151,875	12,151,875	
	PD	0.00	0	0	100	100	
	<b>Total</b>	<b>238.19</b>	<b>0</b>	<b>0</b>	<b>20,334,920</b>	<b>20,334,920</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	238.19	0	0	8,182,945	8,182,945	
	EE	0.00	0	0	12,151,875	12,151,875	
	PD	0.00	0	0	100	100	
	<b>Total</b>	<b>238.19</b>	<b>0</b>	<b>0</b>	<b>20,334,920</b>	<b>20,334,920</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 31041C	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> DFMDC Asset Management	<b>DIVISION:</b> Facilities Management, Design and Construction

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

PS/EE flexibility would allow the new merged Division of Facilities Management, Design and Construction to refocus the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. Flexibility maximizes DFMDC's ability to adjust funding to match varying asset management needs and costs.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
100% FLEXIBILITY									
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations - 0501	PS	\$8,182,945	100%	\$8,182,945	Operations - 0501	PS	\$8,182,945	100%	\$8,182,945
	E&E	<u>\$12,151,975</u>	<u>100%</u>	<u>\$12,151,975</u>		E&E	<u>\$12,151,975</u>	<u>100%</u>	<u>\$12,151,975</u>
<i>Total Request</i>		\$20,334,920	100%	\$20,334,920	<i>Total Gov. Rec.</i>		\$20,334,920	100%	\$20,334,920
<i>Note: Does not include new DI of former D&amp;C GR, switched to 0501. If funded, the "reallocated" amount should be added to this core.</i>									

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$20,000	\$0.00	100% flexibility between PS and E&E.

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Flexibility was used to cover the cost of real estate services consulting, "Lease vs Buy" analysis performed by Glaze Real Estate.	Flexibility may be used to redirect PS/E&E to efficiently conduct asset management needs and costs.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	68,208	2.87	46,416	2.00	22,488	1.00	22,488	1.00
ADMIN OFFICE SUPPORT ASSISTANT	117,783	4.28	78,720	3.00	82,572	3.00	82,572	3.00
GENERAL OFFICE ASSISTANT	22,238	1.00	22,272	1.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	74,227	3.39	31,164	1.50	108,027	5.00	108,027	5.00
SR OFC SUPPORT ASST (KEYBRD)	154,170	6.18	69,408	3.00	174,732	7.00	174,732	7.00
COMPUTER INFO TECHNOLOGIST III	79,774	2.02	0	0.00	0	0.00	0	0.00
STOREKEEPER I	123,532	4.98	22,272	1.00	48,804	2.00	48,804	2.00
STOREKEEPER II	24,619	1.02	24,276	1.00	25,728	1.00	25,728	1.00
SUPPLY MANAGER I	41,659	1.34	61,680	2.00	61,680	2.00	61,680	2.00
SUPPLY MANAGER II	31,954	1.00	32,004	1.00	32,004	1.00	32,004	1.00
STATE LEASING COOR	0	0.00	0	0.00	227,808	5.00	227,808	5.00
ACCOUNT CLERK II	0	0.00	0	0.00	51,336	2.00	51,336	2.00
ACCOUNTANT II	35,787	1.00	34,416	1.00	75,611	2.00	75,611	2.00
BUDGET ANAL III	0	0.00	0	0.00	42,756	1.00	42,756	1.00
EXECUTIVE I	43,117	1.62	27,204	1.00	26,808	1.00	26,808	1.00
EXECUTIVE II	39,128	1.00	37,812	1.00	83,832	2.00	83,832	2.00
BUILDING MGR I	35,557	1.03	34,416	1.00	34,416	1.00	34,416	1.00
MANAGEMENT ANALYSIS SPEC II	0	0.00	0	0.00	42,075	1.00	42,075	1.00
SECURITY OFCR I	254,622	10.87	0	0.00	0	0.00	0	0.00
SECURITY OFCR III	120,545	4.55	0	0.00	27,276	1.00	27,276	1.00
TELECOMMUN TECH II	0	0.00	0	0.00	0	1.00	0	1.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	0	1.00	0	1.00
HORTICULTURIST	0	0.00	0	0.00	35,076	1.00	35,076	1.00
CUSTODIAL WORKER I	133,508	7.09	0	0.00	0	0.00	0	0.00
CUSTODIAL WORKER II	83,251	3.99	41,460	2.00	44,892	2.00	44,892	2.00
CUSTODIAL WORK SPV	66,948	3.01	66,840	3.00	69,036	3.00	69,036	3.00
HOUSEKEEPER I	136,762	5.05	50,136	2.00	52,260	2.00	52,260	2.00
HOUSEKEEPER II	68,172	2.05	66,612	2.00	59,100	2.00	59,100	2.00
CONTRACT SPEC I (OFC OF ADM)	0	0.00	0	0.00	30,591	1.00	30,591	1.00
CONTRACT SPEC II (OFC OF ADM)	0	0.00	0	0.00	75,624	2.00	75,624	2.00
DESIGN ENGR I	0	0.00	0	0.00	42,756	1.00	42,756	1.00
DESIGN ENGR II	0	0.00	0	0.00	102,744	2.00	102,744	2.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
DESIGN ENGR III	0	0.00	0	0.00	337,596	6.00	337,596	6.00
ARCHITECT II	49,222	1.00	49,272	1.00	49,272	2.00	49,272	2.00
DESIGNER II	76,996	2.00	77,292	2.00	117,948	3.00	117,948	3.00
DESIGNER III	0	0.00	0	0.00	50,340	1.00	50,340	1.00
LABORER I	132,439	7.29	114,900	7.28	156,648	7.50	156,648	7.50
LABORER II	63,187	3.03	42,828	3.00	44,940	2.00	44,940	2.00
LABOR SPV	34,432	1.31	26,292	1.00	55,752	2.00	55,752	2.00
MAINTENANCE WORKER I	45,256	1.99	45,984	2.00	47,880	2.00	47,880	2.00
MAINTENANCE WORKER II	700,420	26.69	398,880	15.00	450,732	21.00	450,732	21.00
MAINTENANCE SPV I	259,930	8.06	223,236	6.00	125,472	5.00	125,472	5.00
MAINTENANCE SPV II	140,207	4.21	101,928	3.00	137,124	5.00	137,124	5.00
LOCKSMITH	78,272	2.69	61,284	2.00	62,844	2.00	62,844	2.00
REFRIGERATION MECHANIC I	88,940	3.03	115,812	4.00	153,804	6.00	153,804	6.00
REFRIGERATION MECHANIC II	267,690	8.29	258,636	8.00	278,232	8.00	278,232	8.00
PARK MAINTENANCE WKR I	0	0.00	0	0.00	45,984	2.00	45,984	2.00
PARK MAINTENANCE WKR II	0	0.00	0	0.00	75,204	3.00	75,204	3.00
PARK MAINTENANCE WKR III	0	0.00	0	0.00	28,260	1.00	28,260	1.00
CARPENTER	90,208	3.12	60,576	2.00	97,188	4.00	97,188	4.00
ELECTRICIAN	275,533	9.80	258,712	9.00	239,280	8.00	239,280	8.00
PAINTER	63,200	2.21	26,328	1.00	60,936	2.00	60,936	2.00
PLUMBER	83,971	3.04	83,292	3.00	87,768	3.00	87,768	3.00
ELECTRONICS TECH	76,861	2.67	86,664	3.00	98,424	3.00	98,424	3.00
STATIONARY ENGR	235,631	7.70	214,968	7.00	305,628	9.00	305,628	9.00
HVAC INSTRUMENT CONTROLS TECH	178,960	6.00	153,682	4.00	122,568	4.00	122,568	4.00
PLANT MAINTENANCE ENGR I	302,705	8.12	225,624	6.00	75,660	2.00	75,660	2.00
PLANT MAINTENANCE ENGR II	158,016	4.14	151,368	4.00	195,732	5.00	195,732	5.00
PLANT MAINTENANCE ENGR III	78,770	1.75	91,188	2.00	117,852	3.00	117,852	3.00
EMERGENCY PROJECT COOR	51,322	1.00	51,372	1.00	134,724	3.00	134,724	3.00
CONSTRUCTION INSPECTOR	50,925	1.20	83,604	2.00	771,024	18.00	771,024	18.00
CONSTRUCTION INSPECTOR SUPV	36,765	0.84	43,584	1.00	43,584	1.00	43,584	1.00
DESIGN/DEVELOP/SURVEY MGR B1	0	0.00	0	0.00	314,952	7.00	314,952	7.00
DESIGN/DEVELOP/SURVEY MGR B2	0	0.00	0	0.00	322,464	6.00	322,464	6.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
DESIGN/DEVELOP/SURVEY MGR B3	0	0.00	0	0.00	401,532	6.50	401,532	6.50
FACILITIES OPERATIONS MGR B1	94,279	1.94	119,664	3.00	105,000	2.00	105,000	2.00
FACILITIES OPERATIONS MGR B2	137,102	2.54	135,060	2.50	213,820	5.00	213,820	5.00
FACILITIES OPERATIONS MGR B3	66,646	1.00	103,818	1.50	196,496	3.00	196,496	3.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	42,756	1.00	42,756	1.00
FISCAL & ADMINISTRATIVE MGR B2	18,252	0.34	26,544	0.50	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B3	0	0.00	0	0.00	50,340	1.00	50,340	1.00
NATURAL RESOURCES MGR B1	0	0.00	0	0.00	42,553	1.00	42,553	1.00
DIVISION DIRECTOR	44,860	0.54	40,692	0.50	86,364	1.50	86,364	1.50
DESIGNATED PRINCIPAL ASST DIV	74,446	1.77	57,348	1.50	86,576	2.50	86,576	2.50
STUDENT WORKER	7,119	0.45	0	0.00	0	0.00	0	0.00
MISCELLANEOUS TECHNICAL	16,455	0.54	15,600	0.50	18,346	0.28	18,346	0.28
MISCELLANEOUS PROFESSIONAL	5,669	0.11	0	0.00	33,314	0.50	33,314	0.50
SEASONAL AIDE	0	0.00	0	0.00	20,000	1.41	20,000	1.41
LABORER	6,360	0.36	0	0.00	0	0.00	0	0.00
ADMIN ASST II	75	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>5,846,682</b>	<b>200.11</b>	<b>4,293,140</b>	<b>137.78</b>	<b>8,182,945</b>	<b>238.19</b>	<b>8,182,945</b>	<b>238.19</b>
TRAVEL, IN-STATE	15,927	0.00	12,500	0.00	107,500	0.00	107,500	0.00
TRAVEL, OUT-OF-STATE	2,053	0.00	3,000	0.00	6,000	0.00	6,000	0.00
FUEL & UTILITIES	4,751,981	0.00	4,961,618	0.00	4,262,185	0.00	4,262,185	0.00
SUPPLIES	904,086	0.00	953,814	0.00	1,040,945	0.00	1,040,945	0.00
PROFESSIONAL DEVELOPMENT	22,476	0.00	27,321	0.00	54,500	0.00	54,500	0.00
COMMUNICATION SERV & SUPP	169,563	0.00	172,200	0.00	240,124	0.00	240,124	0.00
PROFESSIONAL SERVICES	800,512	0.00	1,522,747	0.00	3,022,208	0.00	3,022,208	0.00
JANITORIAL SERVICES	2,175,336	0.00	2,499,618	0.00	1,993,323	0.00	1,993,323	0.00
M&R SERVICES	743,034	0.00	938,250	0.00	801,956	0.00	801,956	0.00
COMPUTER EQUIPMENT	60,263	0.00	0	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	1,192	0.00	3,256	0.00	100	0.00	100	0.00
OFFICE EQUIPMENT	147,500	0.00	25,000	0.00	147,000	0.00	147,000	0.00
OTHER EQUIPMENT	183,523	0.00	143,000	0.00	218,000	0.00	218,000	0.00
PROPERTY & IMPROVEMENTS	189,029	0.00	112,000	0.00	190,000	0.00	190,000	0.00
REAL PROPERTY RENTALS & LEASES	1,980	0.00	1,709	0.00	3,400	0.00	3,400	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>CORE</b>								
EQUIPMENT RENTALS & LEASES	9,737	0.00	44,316	0.00	10,000	0.00	10,000	0.00
MISCELLANEOUS EXPENSES	33,999	0.00	38,999	0.00	54,634	0.00	54,634	0.00
TOTAL - EE	10,212,191	0.00	11,459,348	0.00	12,151,875	0.00	12,151,875	0.00
DEBT SERVICE	0	0.00	0	0.00	100	0.00	100	0.00
TOTAL - PD	0	0.00	0	0.00	100	0.00	100	0.00
GRAND TOTAL	\$16,058,873	200.11	\$15,752,488	137.78	\$20,334,920	238.19	\$20,334,920	238.19
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$16,058,873	200.11	\$15,752,488	137.78	\$20,334,920	238.19	\$20,334,920	238.19

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

	DFMDC Asset Mgmt Operating	OPMR	FM Facility Management Services	TOTAL
GR				0
FEDERAL				0
OTHER	20,352,662	732,443	708,871	21,793,976
<b>TOTAL</b>	<b>20,352,662</b>	<b>732,443</b>	<b>708,871</b>	<b>21,793,976</b>

### 1. What does this program do?

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reducing deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio we will reduce operating cost. Well maintained facilities are cheaper to operate.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public, these services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan and Energy Management.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes, Chapter 8, Section 8.120, Division of Design and Construction Created - Duties  
 Missouri Revised Statutes, Chapter 8, Section 8.110, Division of Facilities Management Created - Duties  
 Missouri Revised Statutes, Chapter 34.030, Leasing

### 3. Are there federal matching requirements? If yes, please explain.

No

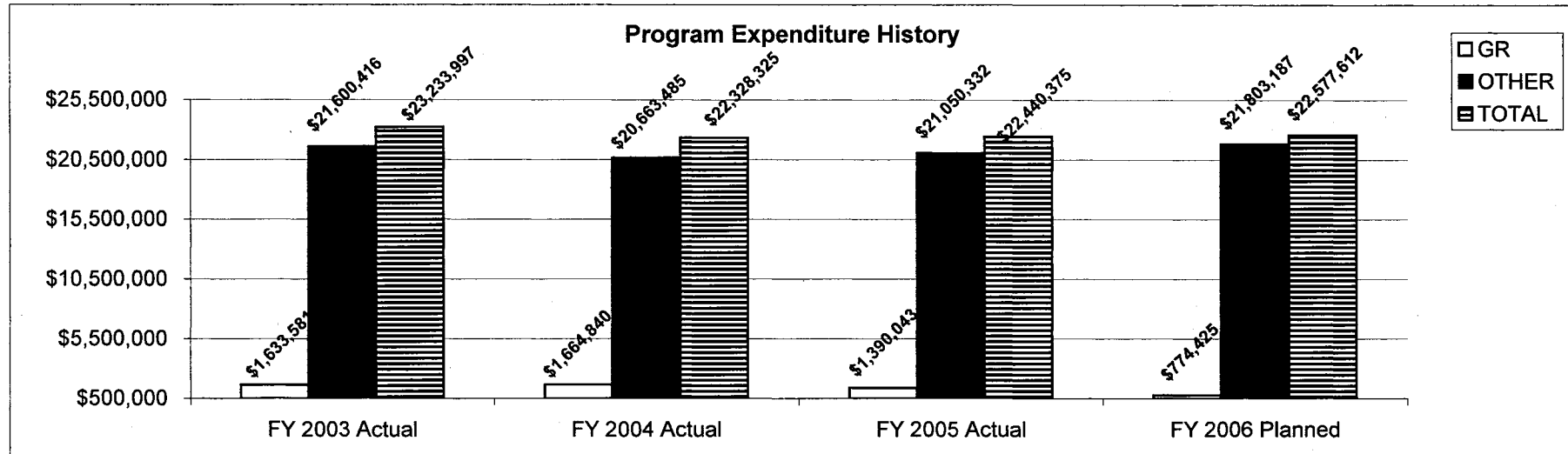
### 4. Is this a federally mandated program? If yes, please explain.

No

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

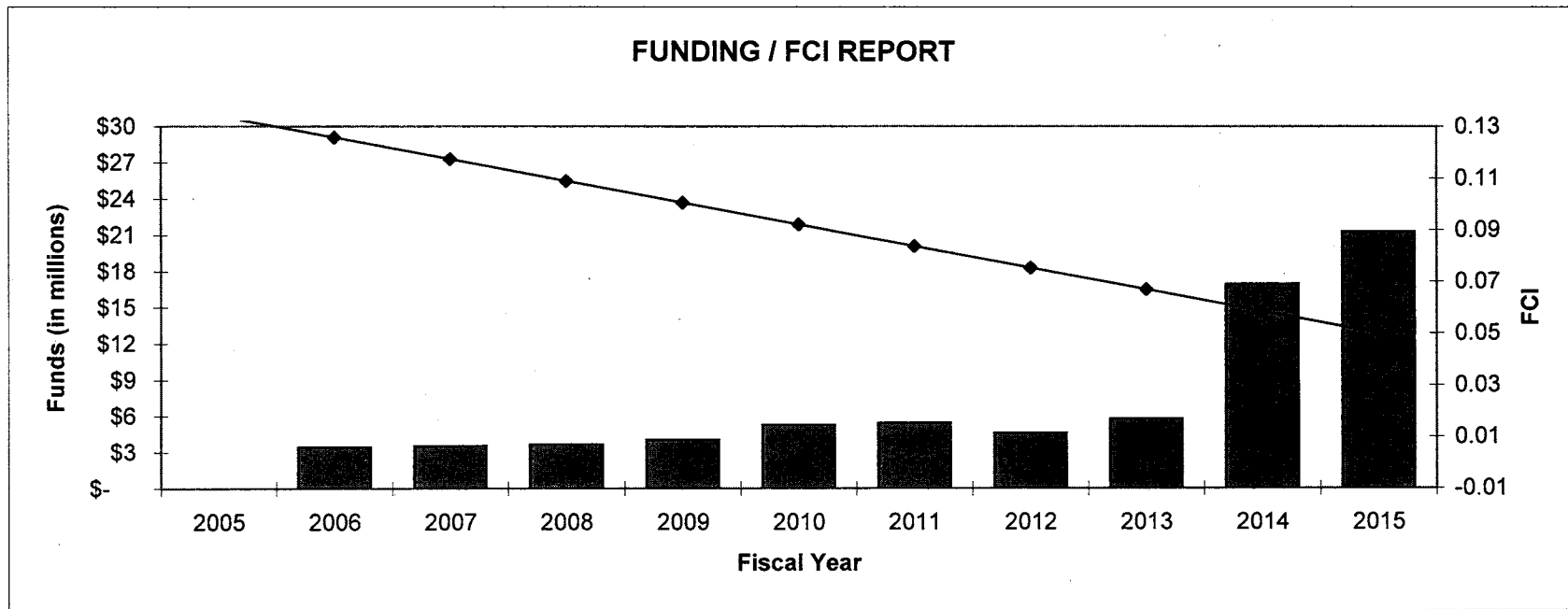
OA Revolving Administrative Trust Fund (0505)  
 State Facility Maintenance and Operation Fund (0501)  
 Facilities Maintenance Reserve (0124) - OPMR

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Facilities Management, Design and Construction
<b>Program is found in the following core budget(s):</b>	Asset Management

**7a. Provide an effectiveness measure.**

DFMDC manages a Facility Condition Assessment program to measure the condition of state facilities. The measure used to evaluate the condition of each facility is the Facility Condition Index (FCI). The FCI can be summarized for each facility, for each site, for each department, and for the entire state. This standardized methodology provides the foundation for making cost effective capital decisions. The goal of this division is to reduce the statewide FCI to 5% in ten years. The following chart is based on currently assessed OA facilities only.



■ Funding-Target FCI-Funding to reduce FCI to 5% in 10 years.

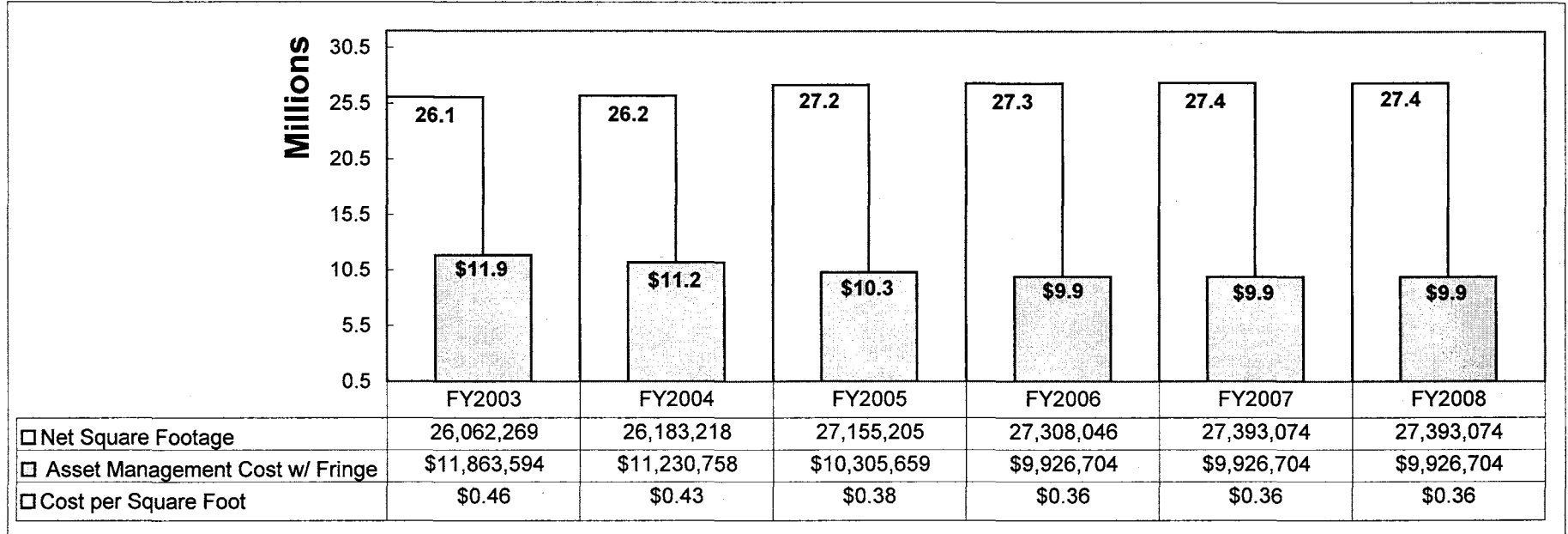
◆ FCI-Target FCI-Funding to reduce FCI to 5% in 10 years.

# PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

**7b. Provide an efficiency measure.**

Division of Facilities Management, Design and Construction asset management cost per square foot.



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Facilities Management, Design and Construction
<b>Program is found in the following core budget(s):</b>	Asset Management

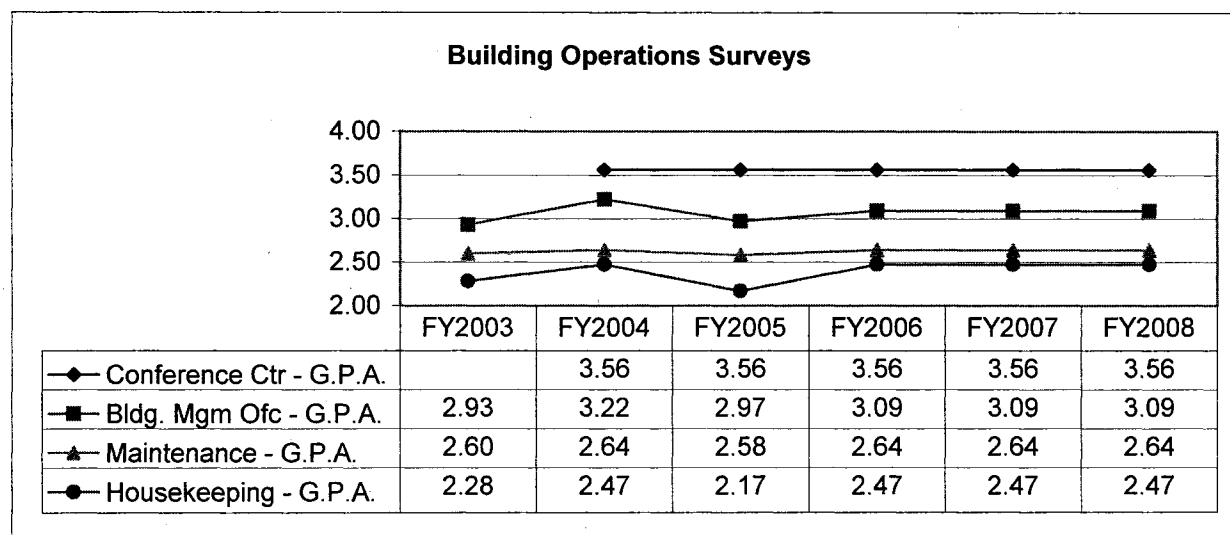
**7c. Provide the number of clients/individuals served, if applicable.**

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public.

The mission is to provide a superior workplace environment for state occupants and their visitors and protect the State's investments in property assets. The goal is to provide agencies with the information and resources that will support their development of high-performance workplaces--workplaces that will meet agencies' business needs and can be readily adapted to changing work practices and strategies.

**7d. Provide a customer satisfaction measure, if available.**

This chart summarizes the results of Building Operations' Customer Survey Grades for Conference Center, Building Managers Office, Maintenance and Housekeeping Services. Results are based on Grade Point Averages with 4.0 being the best.



## NEW DECISION ITEM

RANK: 5 OF 11

Department	Office of Administration	Budget Unit	31041
Division	Facilities Management, Design and Construction		
DI Name	D&C GR Core Reallocation	DI#	1300011

## 1. AMOUNT OF REQUEST

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	592,597	592,597	PS	0	0	592,597	592,597
EE	0	0	144,016	144,016	EE	0	0	144,016	144,016
PSD	0	0	0	0	PSD	0	0	0	0
Total	0	0	736,613	736,613	Total	0	0	736,613	736,613
FTE	0.00	0.00	15.50	15.50	FTE	0.00	0.00	15.50	15.50

Est. Fringe	0	0	289,721	289,721
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Est. Fringe	0	0	289,721	289,721
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance and Operations Fund (0501)

Other Funds: State Facility Maintenance and Operations Fund (0501)

## 2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input checked="" type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

## 3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

This item is to request the core funding supporting design and construction staff responsible for delivering construction projects be changed from general revenue to the State Facility Maintenance and Operation Fund, and will consolidate the resources into the FM, D&C Asset Management Core. These costs will be billed to the applicable construction project, and could result in a savings to GR for those projects appropriated from federal and other funds.

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management.



**NEW DECISION ITEM**

RANK: 5 OF 11

<b>Department</b>	Office of Administration		<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction			
<b>DI Name</b>	D&C GR Core Reallocation	<b>DI#</b>	1300011	

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Amounts are the same as the FY 06 GR core in the former Design & Construction budget unit. Those GR funds were cut from the FY 07 budget request.

NEW DECISION ITEM  
RANK: 5 OF 11

Department	Office of Administration				Budget Unit	31041			
Division	Facilities Management, Design and Construction								
DI Name	D&C GR Core Reallocation				DI# 1300011				
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
Sr Office Support Asst (Clerical)					23,736	1.0	23,736	1.0	
Sr Office Support Asst (Keybrd)					49,164	2.0	49,164	2.0	
Account Clerk II					93,948	4.0	93,948	4.0	
Accountant I					83,772	3.0	83,772	3.0	
Accountant II					40,080	1.0	40,080	1.0	
Executive II					41,916	1.0	41,916	1.0	
Technical Assistant IV					35,296	1.0	35,296	1.0	
Architect III					110,580	2.0	110,580	2.0	
Design/Develop/Survey Mgr B3					66,228	0.5	66,228	0.5	
Designated Principal Asst - Div					36,192	0.0	36,192	0.0	
Miscellaneous Professional					11,685	0.0	11,685	0.0	
Total PS	0	0.0	0	0.0	592,597	15.5	592,597	15.5	0
Travel, In-State					34,000		34,000		
Fuel & Utilities					750		750		
Supplies					24,000		24,000		
Professional Development					7,500		7,500		
Communication Serv & Supp					24,000		24,000		
Professional Services					30,000		30,000		
Janitorial Services					1,000		1,000		
M&R Services					18,000		18,000		
Office Equipment					2,000		2,000		
Other Equipment					2,000		2,000		
Real Property Rentals & Leases					500		500		
Miscellaneous Expenses					266		266		
Total EE	0		0		144,016		144,016		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Grand Total	0	0.0	0	0.0	736,613	15.5	736,613	15.5	0

## NEW DECISION ITEM

RANK: 5 OF 11

Department	Office of Administration				Budget Unit	31041			
Division	Facilities Management, Design and Construction								
DI Name	D&C GR Core Reallocation				DI# 1300011				
	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Budget Object Class/Job Class									
Sr Office Support Asst (Clerical)					23,736	1.0	23,736	1.0	
Sr Office Support Asst (Keybrd)					49,164	2.0	49,164	2.0	
Account Clerk II					93,948	4.0	93,948	4.0	
Accountant I					83,772	3.0	83,772	3.0	
Accountant II					40,080	1.0	40,080	1.0	
Executive II					41,916	1.0	41,916	1.0	
Technical Assistant IV					35,296	1.0	35,296	1.0	
Architect III					110,580	2.0	110,580	2.0	
Design/Develop/Survey Mgr B3					66,228	0.5	66,228	0.5	
Designated Principal Asst - Div					36,192	0.0	36,192	0.0	
Miscellaneous Professional					11,685	0.0	11,685	0.0	
Total PS	0	0.0	0	0.0	592,597	15.5	592,597	15.5	0
Travel, In-State					34,000		34,000		
Fuel & Utilities					750		750		
Supplies					24,000		24,000		
Professional Development					7,500		7,500		
Communication Serv & Supp					24,000		24,000		
Professional Services					30,000		30,000		
Janitorial Services					1,000		1,000		
M&R Services					18,000		18,000		
Office Equipment					2,000		2,000		
Other Equipment					2,000		2,000		
Real Property Rentals & Leases					500		500		
Miscellaneous Expenses					266		266		
Total EE	0		0		144,016		144,016		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Grand Total	0	0.0	0	0.0	736,613	15.5	736,613	15.5	0

**NEW DECISION ITEM**  
RANK: 5 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	<u>31041</u>
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	D&C GR Core Reallocation	<b>DI#</b>	1300011

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

See Performance Measures identified in DFMD  
Program Asset Management Description.

**6b. Provide an efficiency measure.**

See Performance Measures identified in DFMD  
Program Asset Management Description.

**6c. Provide the number of clients/individuals served, if applicable.**

See Performance Measures identified in DFMD  
Program Asset Management Description.

**6d. Provide a customer satisfaction measure, if available.**

See Performance Measures identified in DFMD  
Program Asset Management Description.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

See Performance Measures identified in DFMD Program Asset Management Description.

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>FM,D&amp;C GR Reallocation - 1300011</b>								
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	49,668	2.00	49,668	2.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	49,164	2.00	49,164	2.00
ACCOUNT CLERK II	0	0.00	0	0.00	93,948	4.00	93,948	4.00
ACCOUNTANT I	0	0.00	0	0.00	57,840	2.00	57,840	2.00
ACCOUNTANT II	0	0.00	0	0.00	40,080	1.00	40,080	1.00
EXECUTIVE II	0	0.00	0	0.00	41,916	1.00	41,916	1.00
TECHNICAL ASSISTANT IV	0	0.00	0	0.00	35,296	1.00	35,296	1.00
ARCHITECT III	0	0.00	0	0.00	110,580	2.00	110,580	2.00
DESIGN/DEVELOP/SURVEY MGR B3	0	0.00	0	0.00	66,228	0.50	66,228	0.50
DESIGNATED PRINCIPAL ASST DIV	0	0.00	0	0.00	36,192	0.00	36,192	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	0	0.00	11,685	0.00	11,685	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>592,597</b>	<b>15.50</b>	<b>592,597</b>	<b>15.50</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	34,000	0.00	34,000	0.00
FUEL & UTILITIES	0	0.00	0	0.00	750	0.00	750	0.00
SUPPLIES	0	0.00	0	0.00	24,000	0.00	24,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	7,500	0.00	7,500	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	24,000	0.00	24,000	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	30,000	0.00	30,000	0.00
JANITORIAL SERVICES	0	0.00	0	0.00	1,000	0.00	1,000	0.00
M&R SERVICES	0	0.00	0	0.00	18,000	0.00	18,000	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	2,000	0.00	2,000	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	2,000	0.00	2,000	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	0	0.00	500	0.00	500	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	266	0.00	266	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>144,016</b>	<b>0.00</b>	<b>144,016</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$736,613</b>	<b>15.50</b>	<b>\$736,613</b>	<b>15.50</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$736,613</b>	<b>15.50</b>	<b>\$736,613</b>	<b>15.50</b>

**NEW DECISION ITEM**  
**RANK:** 8 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	DED/DOLIR Fac. Ops. Consolidation	<b>DI#</b>	1300014

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	465,346	465,346	PS	0	0	465,346	465,346
EE	0	0	1,701,867	1,701,867	EE	0	0	1,701,867	1,701,867
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,167,213</b>	<b>2,167,213</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,167,213</b>	<b>2,167,213</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>

<b>Est. Fringe</b>	0	0	227,508	227,508
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	227,508	227,508
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operations Funds (0501)

Other Funds: State Facility Maintenance and Operations Funds (0501)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

This Decision Item represents an increase in SFMOF fund authority that allows the Division of Facilities Management, Design and Construction to manage the Department of Labor and Industrial Relations and Department of Economic Development facilities.

As a result of continued cost effective, quality service that meets agency needs, agencies have asked DFMDC to operate their facility management needs. This increase is based on a funds needed to manage the Department of Labor and Industrial Relations four facilities located in Jefferson City, Kansas City, Springfield and St. Louis and funds needed to manage the Department of Economic Development seven facilities located in Hannibal, Joplin, Park Hill, Sedalia, Sikeston, St. Joseph, and St. Louis.

**NEW DECISION ITEM**

RANK: 8 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	DED/DOLIR Fac. Ops. Consolidation	<b>DI#</b>	1300014

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

The following facilities will be managed by DFMDC effective July 1, 2007:

Department of Labor and Industrial Relation facilities:

421 E. Dunklin, Jefferson City - 178,000 sq. ft.

1411 Genesee, Kansas City - 65,219 sq. ft.

505 E Walnut, Springfield - 29,275 sq. ft.

505 Washington, St. Louis - 74,370 sq. ft.

Total 346,864 sq ft

Department of Economic Development facilities;

203 North Sixth St, Hannibal - 4,145 sq. ft.

730 South Wall Avenue, Joplin - 24,000 sq. ft.

16 South Coffman, Park Hills - 5,424 sq. ft.

215 East Fifth St, Sedalia - 4,284 sq. ft.

202 South Kingshighway, Sikeston - 4,246 sq. ft.

301 South Seventh, St. Joseph - 9,428 sq. ft

4811 Delmar Blvd, St. Louis - 15,860 sq. ft.

Total 67,387 sq ft

Personal Services -	\$465,346
Expenses and Equipment -	<u>\$1,701,867</u>
<b>Total -</b>	<b>\$2,167,213</b>

NEW DECISION ITEM  
RANK: 8 OF 11

Department	Office of Administration			Budget Unit		31041			
Division	Facilities Management, Design and Construction								
DI Name	DED/DOLIR Fac. Ops. Consolidation			DI#		1300014			
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.									
	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
100 / 000692 / Telecomm Tech II					30,288		30,288	0.0	
100 / 000696 / Telecomm Analyst IV					42,756		42,756	0.0	
100 / 004736 / Architect II					52,452		52,452	0.0	
100 / 006012 / Maintenance Worker II					160,078	1.0	160,078	1.0	
100 / 006014 / Maintenance Spvr. I					33,792		33,792	0.0	
100 / 006015 / Maintenance Spvr. II					37,128		37,128	0.0	
100 / 006035 / Refrigeration Mechanic I					33,180		33,180	0.0	
100 / 006052 / Carpenter					30,288		30,288	0.0	
100 / 008020 / Fac Ops Mgr B2					45,384		45,384	0.0	
					0	0.0	0	0.0	
Total PS	0	0.0	0	0.0	465,346	1.0	465,346	1.0	0
140 / Travel, In-State					15,000		15,000		
180 / Fuel & Utilities					802,325		802,325		
190 / Supplies					43,053		43,053		
400 / Professional Services					316,372		316,372		
420 / Janitorial Services					365,264		365,264		
430 / Maint. & Repair Services					101,012		101,012		
590 / Other Equipment					3,365		3,365		
640 / Property & Improvement					18,953		18,953		
740 / Misc. Expenses					36,523		36,523		
Total EE	0		0		1,701,867		1,701,867		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Grand Total	0	0.0	0	0.0	2,167,213	1.0	2,167,213	1.0	0



NEW DECISION ITEM  
RANK: 8 OF 11

Department	Office of Administration			Budget Unit		31041			
Division	Facilities Management, Design and Construction								
DI Name	DED/DOLIR Fac. Ops. Consolidation			DI#		1300014			
	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time
Budget Object Class/Job Class	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS
100 / 000692 / Telecomm Tech II					30,288		30,288	0.0	
100 / 000696 / Telecomm Analyst IV					42,756		42,756	0.0	
100 / 004736 / Architect II					52,452		52,452	0.0	
100 / 006012 / Maintenance Worker II					160,078	1.0	160,078	1.0	
100 / 006014 / Maintenance Spvr. I					33,792		33,792	0.0	
100 / 006015 / Maintenance Spvr. II					37,128		37,128	0.0	
100 / 006035 / Refrigeration Mechanic I					33,180		33,180	0.0	
100 / 006052 / Carpenter					30,288		30,288	0.0	
100 / 008020 / Fac Ops Mgr B2					45,384		45,384	0.0	
					0	0.0	0	0.0	
Total PS	0	0.0	0	0.0	465,346	1.0	465,346	1.0	0
140 / Travel, In-State					15,000		15,000		
180 / Fuel & Utilities					802,325		802,325		
190 / Supplies					43,053		43,053		
400 / Professional Services					316,372		316,372		
420 / Janitorial Services					365,264		365,264		
430 / Maint. & Repair Services					101,012		101,012		
590 / Other Equipment					3,365		3,365		
640 / Property & Improvement					18,953		18,953		
740 / Misc. Expenses					36,523		36,523		
Total EE	0		0		1,701,867		1,701,867		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Grand Total	0	0.0	0	0.0	2,167,213	1.0	2,167,213	1.0	0

NEW DECISION ITEM  
RANK: 8 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	DED/DOLIR Fac. Ops. Consolidation	<b>DI#</b>	1300014
<b>6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with &amp; without additional funding.)</b>			
<b>6a.</b>	<b>Provide an effectiveness measure.</b>  See Performance Measures identified in DFMD C Program Description.	<b>6b.</b>	<b>Provide an efficiency measure.</b>  See Performance Measures identified in DFMD C Program Description.
<b>6c.</b>	<b>Provide the number of clients/individuals served, if applicable.</b>  See Performance Measures identified in DFMD C Program Description.	<b>6d.</b>	<b>Provide a customer satisfaction measure, if available.</b>  See Performance Measures identified in DFMD C Program Description.
<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>			
See performance measures identified in DFMD C Program Description.			

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
<b>DED/DOLIR Fac. Ops. Consol. - 1300014</b>								
TELECOMMUN TECH II	0	0.00	0	0.00	30,288	0.00	30,288	0.00
TELECOMMUN ANAL IV	0	0.00	0	0.00	42,756	0.00	42,756	0.00
ARCHITECT II	0	0.00	0	0.00	52,452	0.00	52,452	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	160,078	1.00	160,078	1.00
MAINTENANCE SPV I	0	0.00	0	0.00	33,792	0.00	33,792	0.00
MAINTENANCE SPV II	0	0.00	0	0.00	37,128	0.00	37,128	0.00
REFRIGERATION MECHANIC I	0	0.00	0	0.00	33,180	0.00	33,180	0.00
CARPENTER	0	0.00	0	0.00	30,288	0.00	30,288	0.00
FACILITIES OPERATIONS MGR B2	0	0.00	0	0.00	45,384	0.00	45,384	0.00
<b>TOTAL - PS</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>465,346</b>	<b>1.00</b>	<b>465,346</b>	<b>1.00</b>
TRAVEL, IN-STATE	0	0.00	0	0.00	15,000	0.00	15,000	0.00
FUEL & UTILITIES	0	0.00	0	0.00	802,325	0.00	802,325	0.00
SUPPLIES	0	0.00	0	0.00	43,053	0.00	43,053	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	316,372	0.00	316,372	0.00
JANITORIAL SERVICES	0	0.00	0	0.00	365,264	0.00	365,264	0.00
M&R SERVICES	0	0.00	0	0.00	101,012	0.00	101,012	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	3,365	0.00	3,365	0.00
PROPERTY & IMPROVEMENTS	0	0.00	0	0.00	18,953	0.00	18,953	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	36,523	0.00	36,523	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,701,867</b>	<b>0.00</b>	<b>1,701,867</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,167,213</b>	<b>1.00</b>	<b>\$2,167,213</b>	<b>1.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,167,213</b>	<b>1.00</b>	<b>\$2,167,213</b>	<b>1.00</b>

**NEW DECISION ITEM**

RANK: 8 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Newly Acquired Facilities Operations	<b>DI#</b>	1300013

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	1,321,007	1,321,007	EE	0	0	1,321,007	1,321,007
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,321,007</b>	<b>1,321,007</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,321,007</b>	<b>1,321,007</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operations Fund (0501)

Other Funds: State Facility Maintenance and Operations Fund (0501)

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

This Decision Item provides SFMOF funds for the maintenance and operation expenses of four newly acquired facilities located in St. Louis.

This will require expense and equipment funding for the Division of Facilities Management, Design and Construction to provide facility management services to these facilities.

**NEW DECISION ITEM**

RANK: 8 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Newly Acquired Facilities Operations	<b>DI#</b>	1300013

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

7545 South Lindbergh, St. Louis - 64,970 sq. ft.	\$81,212		
F&U - \$1.25 X 64,970 sq. ft.	\$70,168		
HK - \$1.08 X 64,970 sq. ft.	\$185,165		
Operations - =\$2.85 X 64,970	\$336,545	\$5.18	sq. ft.
4040 Seven Hills, St. Louis - 53,065 sq. ft.	\$66,331		
F&U - \$1.25 X 53,065 sq. ft.	\$57,310		
HK - \$1.08 X 53,065 sq. ft.	\$151,235		
Operations - \$2.85 X 53,065 sq. ft.	\$274,876	\$5.18	sq. ft.
8501 Lucas & Hunt, St. Louis - 48,454 sq. ft.	\$60,568		
F&U - \$1.25 X 48,454 sq. ft.	\$52,330		
HK - \$1.08 X 48,454 sq. ft.	\$138,094		
Operations - \$2.85 X 48,454 sq. ft.	\$250,992	\$5.18	sq. ft.
3101 Chateau, St. Louis - 65,420 sq. ft.			
Operations - \$7.01 X 65,420 sq. ft.	458,594	\$7.01	sq. ft.
<b>Expenses and Equipment (on-going)</b>	\$1,321,007		
Professional Services -			
<b>Total Decision Item - SFMOF</b>	<b>\$1,321,007</b>		

NEW DECISION ITEM  
RANK: 8 OF 11

<b>Department</b>	Office of Administration				<b>Budget Unit</b>	31041			
<b>Division</b>	Facilities Management, Design and Construction								
<b>DI Name</b>	Newly Acquired Facilities Operations				<b>DI#</b>	1300013			

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
					0	0.0	0	0.0	
					0	0.0	0	0.0	
					0	0.0	0	0.0	
					0	0.0	0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
Professional Services					1,321,007		1,321,007		
							0		
							0		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>1,321,007</u>		<u>1,321,007</u>		<u>0</u>
Program Distributions							0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
		0							
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>1,321,007</u>	<u>0.0</u>	<u>1,321,007</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**

RANK: 8 OF 11

Department	Office of Administration			Budget Unit		31041			
Division	Facilities Management, Design and Construction								
DI Name	Newly Acquired Facilities Operations			DI# 1300013					
		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec
		GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL
Budget Object Class/Job Class		DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE
								0	0.0
								0	0.0
Total PS		0	0.0	0	0.0	0	0.0	0	0.0
Professional Services						1,321,007		1,321,007	
								0	
								0	
Total EE		0		0		1,321,007		1,321,007	0
Program Distributions								0	
Total PSD		0		0		0		0	0
Grand Total		0	0.0	0	0.0	1,321,007	0.0	1,321,007	0.0

**NEW DECISION ITEM**

RANK: 8 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31041
<b>Division</b>	Facilities Management, Design and Construction		
<b>DI Name</b>	Newly Acquired Facilities Operations	<b>DI#</b>	1300013

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

See Performance Measures identified in DFMD C  
Program Description.

**6b. Provide an efficiency measure.**

See Performance Measures identified in DFMD C  
Program Description.

**6c. Provide the number of clients/individuals served, if applicable.**

See Performance Measures identified in DFMD C  
Program Description.

**6d. Provide a customer satisfaction measure, if available.**

See Performance Measures identified in DFMD C  
Program Description.

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

See performance measures identified in DFMD C Program Description.



# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ASSET MANAGEMENT</b>								
Newly Acquired Facilities Op. - 1300013								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,321,007	0.00	1,321,007	0.00
TOTAL - EE	0	0.00	0	0.00	1,321,007	0.00	1,321,007	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$1,321,007</b>	<b>0.00</b>	<b>\$1,321,007</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$1,321,007	0.00	\$1,321,007	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>ENERGY CONSERVATION</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
OA REVOLVING ADMINISTRATIVE TR		0	0.00	0	0.00	1	0.00	1	0.00
TOTAL - EE		0	0.00	0	0.00	1	0.00	1	0.00
TOTAL		0	0.00	0	0.00	1	0.00	1	0.00
GRAND TOTAL		\$0	0.00	\$0	0.00	\$1	0.00	\$1	0.00

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31047
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Energy Conservation		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	1	1 E
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust RATF - (0505)  
Note: An "E" is requested for the other funds.

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	1	1 E
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust RATF - (0505)  
Note: An "E" is requested for the other funds.

## 2. CORE DESCRIPTION

This appropriation provides authority to spend cost savings realized as a result of the creation of "Energy Efficiency Implementation Act" in Senate Bill 122, 93rd General Assembly, First Regular Session. DFMD C may expend up to two and one-half percent (2.5%) of the cost savings to offset all reasonable costs associated with the implementation of the energy efficiency implementation act. Appropriation authority is required to allow for the expenditure of any funds that may be realized.

DFMD C is in the initial stages of implementing this act. No cost savings have been realized, yet. No data has been acquired to determine the costs associated with implementing the act. Due to lack of data, an estimated appropriation is requested to allow DFMD C to expend the funds necessary for implementation as the program develops.

## 3. PROGRAM LISTING (list programs included in this core funding)

N/A

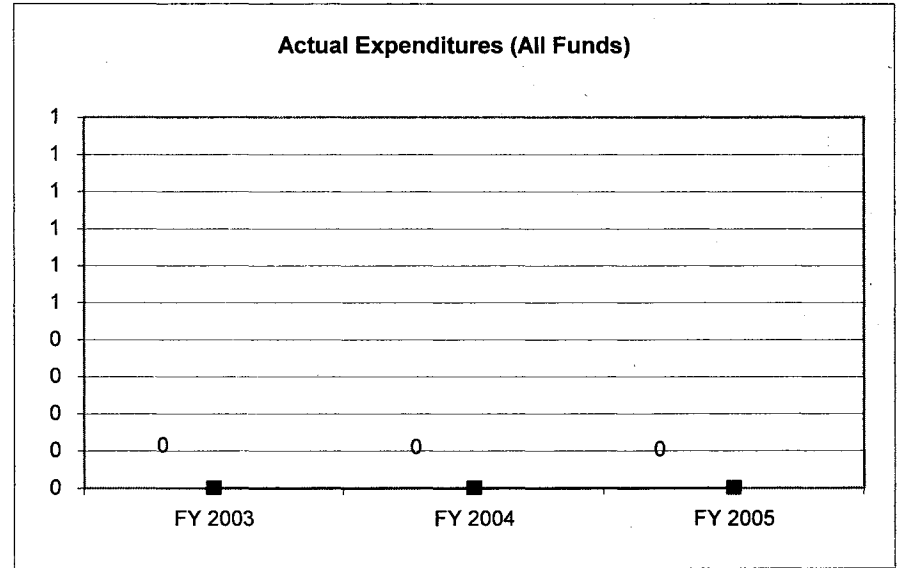
**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31047
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Energy Conservation		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	0	0	0	0
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) FY 06 was part of budget unit 30735 (old Design & Construction) core in FY 06.

## CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
ENERGY CONSERVATION

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#1609] EE	0.00	0	0	1		1 From previous Design & Construction budget unit, to allow for proper placement with the reorganized Division of Facilities Mangement, Design & Construction.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ENERGY CONSERVATION								
CORE								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	0	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$1	0.00	\$1	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>OPERATIONAL MAINT &amp; REPAIR</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
FACILITIES MAINTENANCE RESERVE	219,469	0.00	246,472	0.00	246,672	0.00	246,672	0.00	
STATE FACILITY MAINT & OPERAT	460,943	0.00	485,771	0.00	485,771	0.00	485,771	0.00	
TOTAL - EE	680,412	0.00	732,243	0.00	732,443	0.00	732,443	0.00	
<b>TOTAL</b>	<b>680,412</b>	<b>0.00</b>	<b>732,243</b>	<b>0.00</b>	<b>732,443</b>	<b>0.00</b>	<b>732,443</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$680,412</b>	<b>0.00</b>	<b>\$732,243</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31045
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Operational Maintenance and Repair		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	732,443	732,443
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>732,443</b>	<b>732,443</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance and Operation Fund (0501)  
Facilities Maintenance and Reserve Fund (0124)

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	732,443	732,443
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>732,443</b>	<b>732,443</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance and Operation Fund (0501)  
Facilities Maintenance and Reserve Fund (0124)

## 2. CORE DESCRIPTION

This funding represents core budget requirements for operational maintenance and repair of DFMD C managed state owned facilities. For the past several years, DFMD C has received funding for small maintenance and repair projects at state owned facilities allowing projects to be completed in a timely manner. The funding is used to avoid unprogrammed or emergency maintenance and repair projects that would be significantly more costly to complete. It is also used to fund unanticipated tenant modifications due to program changes. This has increased the flexibility and responsiveness of DFMD C to tenant requests.

## 3. PROGRAM LISTING (list programs included in this core funding)

Asset Management

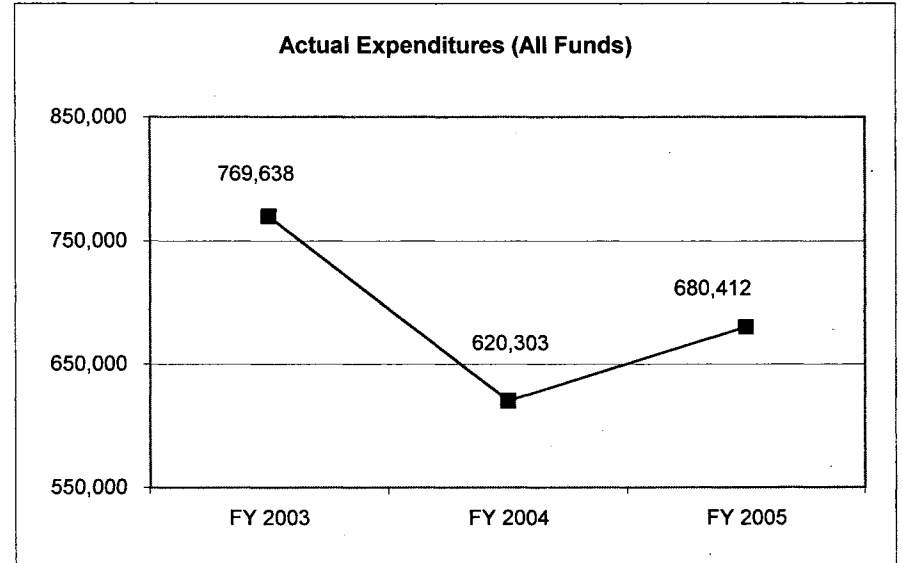


**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31045
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Operational Maintenance and Repair		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	818,755	732,943	732,943	732,243
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	818,755	732,943	732,943	N/A
Actual Expenditures (All Funds)	769,638	620,303	680,412	N/A
Unexpended (All Funds)	49,117	112,640	52,531	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	49,117	112,640	52,531	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
OPERATIONAL MAINT & REPAIR

## 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	732,243	732,243	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>732,243</b>	<b>732,243</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Core Reallocation	[#954] EE	0.00	0	0	200	200	From Information Technology Services Division. Item should not have been included in FY 06 consolidation.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	732,443	732,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>732,443</b>	<b>732,443</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	732,443	732,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>732,443</b>	<b>732,443</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>OPERATIONAL MAINT &amp; REPAIR</b>								
<b>CORE</b>								
SUPPLIES	238,972	0.00	343,212	0.00	343,212	0.00	343,212	0.00
PROFESSIONAL SERVICES	1,750	0.00	25,500	0.00	25,500	0.00	25,500	0.00
M&R SERVICES	26,150	0.00	92,930	0.00	93,130	0.00	93,130	0.00
OFFICE EQUIPMENT	0	0.00	700	0.00	700	0.00	700	0.00
OTHER EQUIPMENT	4,366	0.00	17,500	0.00	17,500	0.00	17,500	0.00
PROPERTY & IMPROVEMENTS	409,174	0.00	249,901	0.00	249,901	0.00	249,901	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2,500	0.00	2,500	0.00	2,500	0.00
<b>TOTAL - EE</b>	<b>680,412</b>	<b>0.00</b>	<b>732,243</b>	<b>0.00</b>	<b>732,443</b>	<b>0.00</b>	<b>732,443</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$680,412</b>	<b>0.00</b>	<b>\$732,243</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>	<b>\$732,443</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>								
	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
<b>FEDERAL FUNDS</b>								
	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
<b>OTHER FUNDS</b>								
	\$680,412	0.00	\$732,243	0.00	\$732,443	0.00	\$732,443	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

	DFMDC Asset Mgmt Operating	OPMR	FM Facility Management Services	TOTAL
GR				0
FEDERAL				0
OTHER	20,352,662	732,443	708,871	21,793,976
<b>TOTAL</b>	<b>20,352,662</b>	<b>732,443</b>	<b>708,871</b>	<b>21,793,976</b>

**1. What does this program do?**

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reducing deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio we will reduce operating cost. Well maintained facilities are cheaper to operate.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public, these services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan and Energy Management.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Revised Statutes, Chapter 8, Section 8.120, Division of Design and Construction Created - Duties

Missouri Revised Statutes, Chapter 8, Section 8.110, Division of Facilities Management Created - Duties

Missouri Revised Statutes, Chapter 34.030, Leasing

**3. Are there federal matching requirements? If yes, please explain.**

No

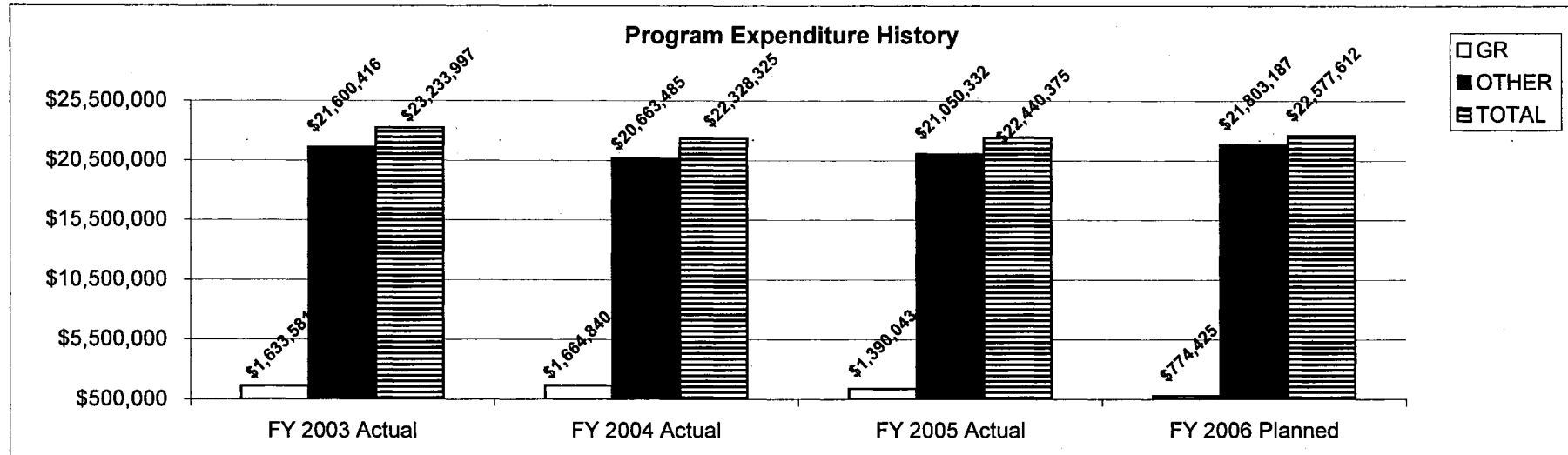
**4. Is this a federally mandated program? If yes, please explain.**

No

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

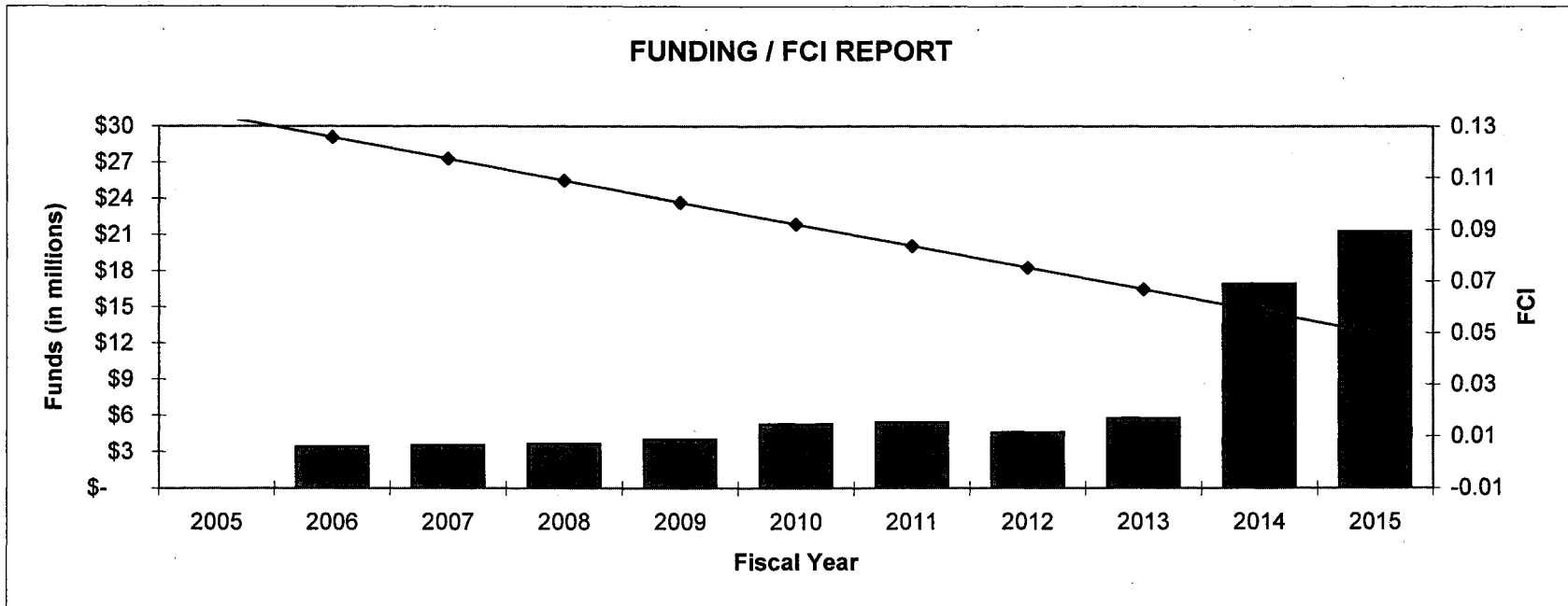
OA Revolving Administrative Trust Fund (0505)  
 State Facility Maintenance and Operation Fund (0501)  
 Facilities Maintenance Reserve (0124) - OPMR

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Facilities Management, Design and Construction
<b>Program is found in the following core budget(s):</b>	Asset Management

**7a. Provide an effectiveness measure.**

DFMDC manages a Facility Condition Assessment program to measure the condition of state facilities. The measure used to evaluate the condition of each facility is the Facility Condition Index (FCI). The FCI can be summarized for each facility, for each site, for each department, and for the entire state. This standardized methodology provides the foundation for making cost effective capital decisions. The goal of this division is to reduce the statewide FCI to 5% in ten years. The following chart is based on currently assessed OA facilities only.



■ Funding-Target FCI-Funding to reduce FCI to 5% in 10 years.

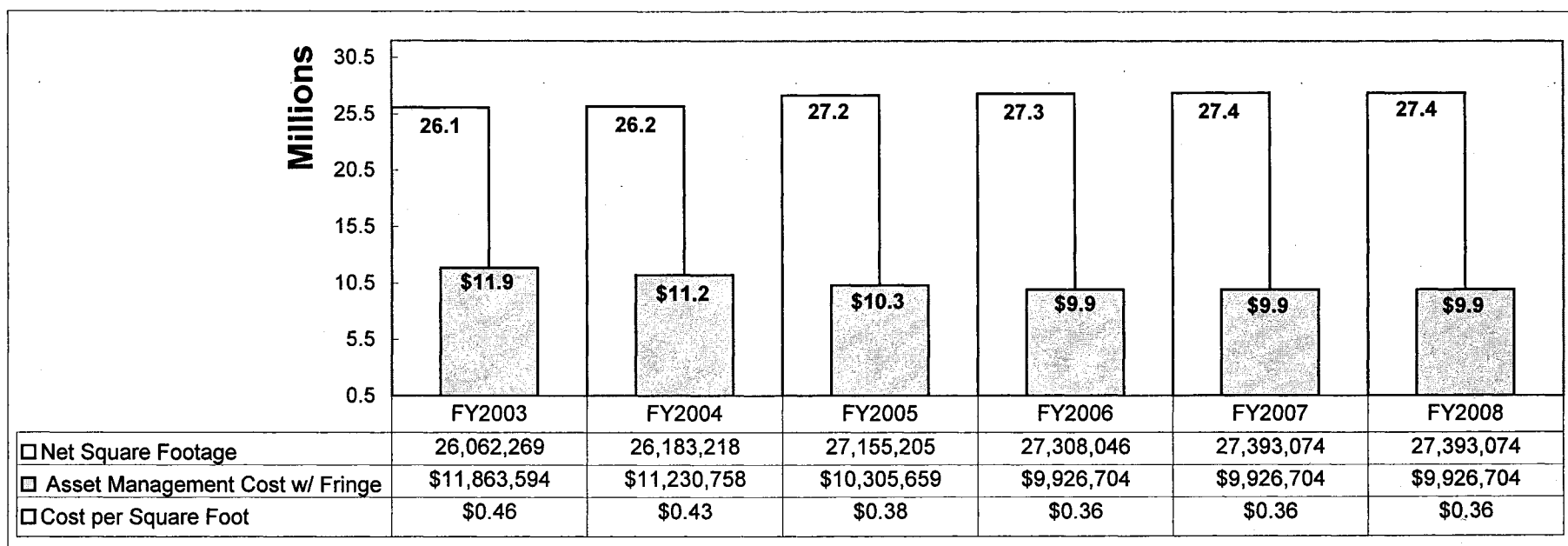
◆ FCI-Target FCI-Funding to reduce FCI to 5% in 10 years.

# PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

7b. Provide an efficiency measure.

Division of Facilities Management, Design and Construction asset management cost per square foot.



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Facilities Management, Design and Construction
<b>Program is found in the following core budget(s):</b>	Asset Management

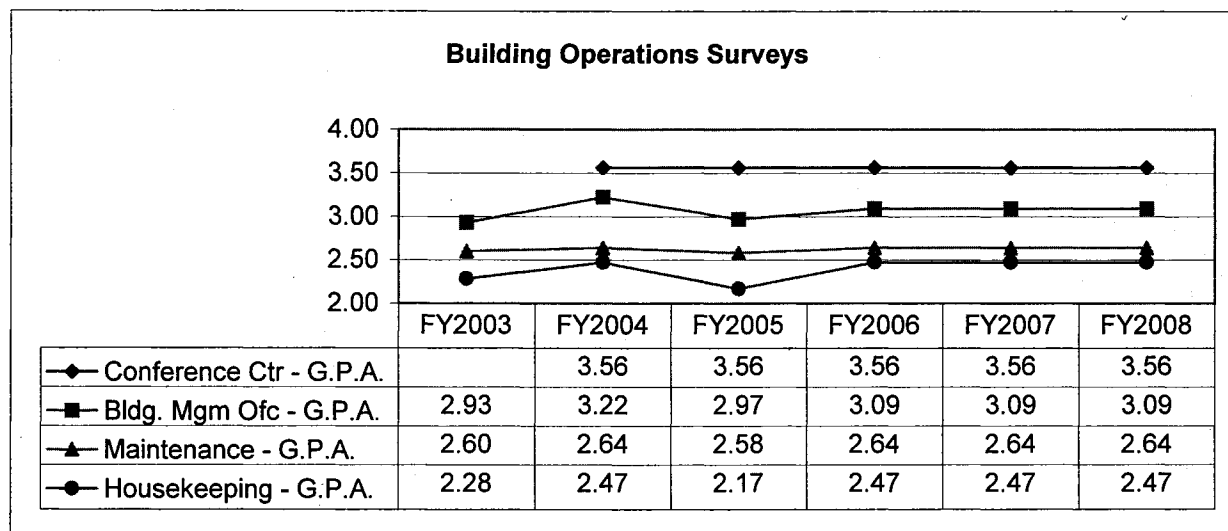
**7c. Provide the number of clients/individuals served, if applicable.**

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public.

The mission is to provide a superior workplace environment for state occupants and their visitors and protect the State's investments in property assets. The goal is to provide agencies with the information and resources that will support their development of high-performance workplaces--workplaces that will meet agencies' business needs and can be readily adapted to changing work practices and strategies.

**7d. Provide a customer satisfaction measure, if available.**

This chart summarizes the results of Building Operations' Customer Survey Grades for Conference Center, Building Managers Office, Maintenance and Housekeeping Services. Results are based on Grade Point Averages with 4.0 being the best.





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STOB GENERAL REVENUE-TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	20,096,455	0.00	19,158,311	0.00	0	0.00	0	0.00
TOTAL - TRF	20,096,455	0.00	19,158,311	0.00	0	0.00	0	0.00
TOTAL	20,096,455	0.00	19,158,311	0.00	0	0.00	0	0.00
GRAND TOTAL	\$20,096,455	0.00	\$19,158,311	0.00	\$0	0.00	\$0	0.00

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31050
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Transfer State Office Buildings General Revenue Transfer		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

This item was transferred to HB-13 for the costs of state-owned office building operations for FY 2007.

The cost of state-owned office building operations will be charged from HB 13 (Statewide Leasing) to General Revenue and Other funds. The same funds that support the activity of state employees in state-owned office space are charged for the cost of asset management provided by DFMD. In this way, the amount of general revenue can be reduced and more appropriate funds can carry their share of the cost.

A reduction to general revenue (GR) was possible, because GR will no longer up-front the entire operating expenses. Other funds will be charged directly throughout the year for their portion of the operating costs.

## 3. PROGRAM LISTING (list programs included in this core funding)

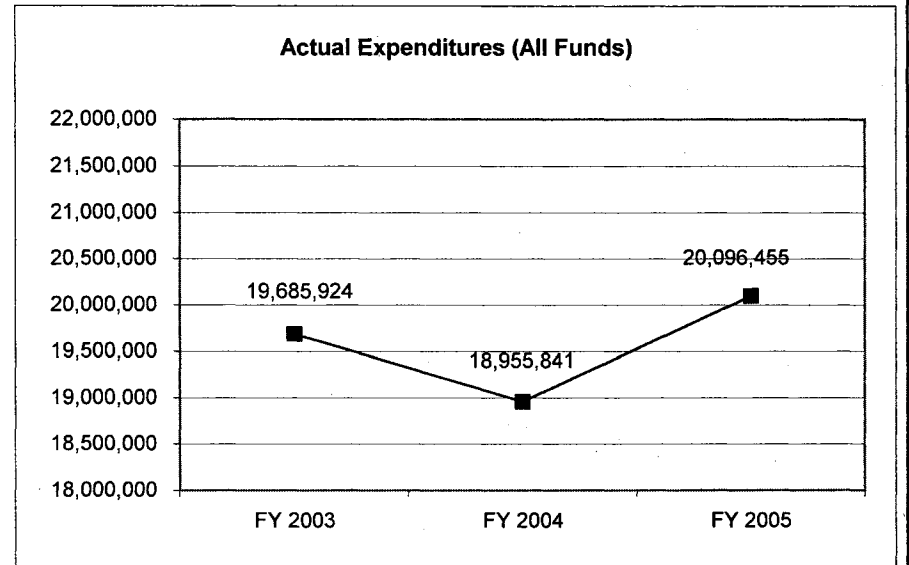
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31050
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Transfer State Office Buildings General Revenue Transfer		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	20,174,719	19,785,374	20,587,202	19,158,311
Less Reverted (All Funds)	(488,795)	(497,730)	(490,747)	N/A
Budget Authority (All Funds)	19,685,924	19,287,644	20,096,455	N/A
Actual Expenditures (All Funds)	19,685,924	18,955,841	20,096,455	N/A
Unexpended (All Funds)	0	331,803	0	N/A
Unexpended, by Fund:				
General Revenue	0	331,803	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## NOTES:

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**

**STOB GENERAL REVENUE-TRANSFER**

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		TRF	0.00	19,158,311	0	0	19,158,311	
		<b>Total</b>	<b>0.00</b>	<b>19,158,311</b>	<b>0</b>	<b>0</b>	<b>19,158,311</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer Out	[#2162]	TRF	0.00	(15,239,924)	0	0	(15,239,924)	FM, D&C's state office building operating costs are being transferred to HB 13 (Leasing Budget) and allocated out to the specific departments paying these costs.
Core Reduction	[#2738]	TRF	0.00	(3,918,387)	0	0	(3,918,387)	State Office Building charges from federal and other funds will now be deposited into the State Facility Maintenance and Operation Fund rather than deposited into GR.
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>(19,158,311)</b>	<b>0</b>	<b>0</b>	<b>(19,158,311)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		TRF	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		TRF	0.00	0	0	0	0	
		<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STOB GENERAL REVENUE-TRANSFER								
CORE								
FUND TRANSFERS	20,096,455	0.00	19,158,311	0.00	0	0.00	0	0.00
TOTAL - TRF	20,096,455	0.00	19,158,311	0.00	0	0.00	0	0.00
GRAND TOTAL	\$20,096,455	0.00	\$19,158,311	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$20,096,455	0.00	\$19,158,311	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>2ND STATE CAPITOL COMMISSION</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
SECOND CAPITAL COMMISSION	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00	
TOTAL - EE	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00	
TOTAL	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00	
GRAND TOTAL	\$0	0.00	\$25,000	0.00	\$25,000	0.00	\$25,000	0.00	

### CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31049
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	2nd State Capitol Commission		

#### 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	25,000	25,000	EE	0	0	25,000	25,000
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: 2nd Capitol Commission Fund (0745)  
 Note: An "E" is requested for the other funds.

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: 2nd Capitol Commission Fund (0745)  
 Note: An "E" is requested for the other funds.

#### 2. CORE DESCRIPTION

This appropriation provides authority to spend gifts, bequests, grants, and donated funds in support of the work of the Second State Capitol Commission for the restoration and preservation of the Capitol Building, the promotion of the historical significance of the Capitol Building, and the improved accessibility of the Capitol Building. Established in SB470 (2001), the legislation also established the Second Capitol Commission Fund. Any moneys received by the Commission from sources other than appropriation, including from private sources, gifts, donations and grants, are to be credited to that fund and appropriated by the General Assembly. The Commission exercises general supervision and administration of the fund. Appropriation authority is required to allow for the expenditure of any funds that may be received.

An estimated appropriation is requested to ensure the ability to expend all funds should receipts exceed the stated authority amount.

#### 3. PROGRAM LISTING (list programs included in this core funding)

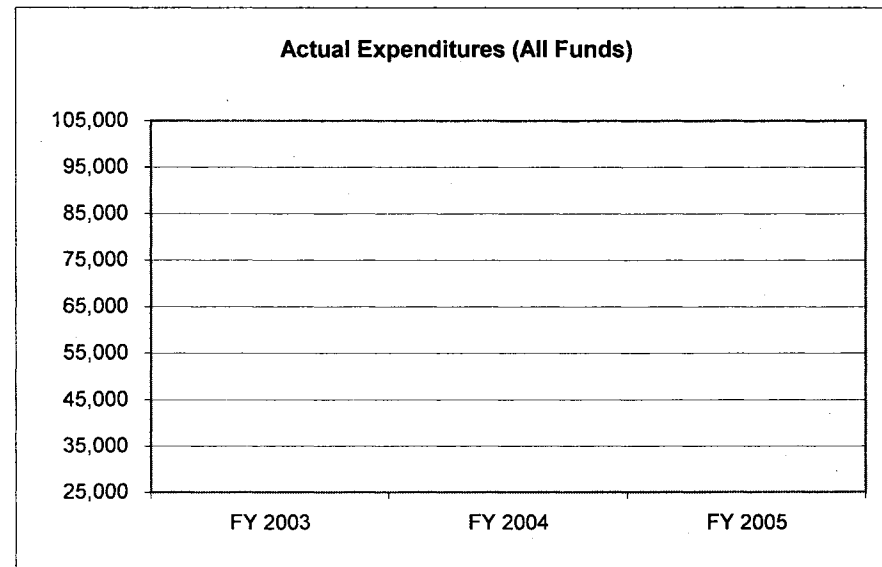
N/A

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31049
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	2nd State Capitol Commission		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	0	100,000	100,000	25,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	0	100,000	100,000	N/A	
Actual Expenditures (All Funds)	0	0	0	N/A	
Unexpended (All Funds)	0	100,000	100,000	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	0	100,000	100,000	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## NOTES:



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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**2ND STATE CAPITOL COMMISSION**

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**5. CORE RECONCILIATION**

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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	25,000	25,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	25,000	25,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	25,000	25,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>2ND STATE CAPITOL COMMISSION</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>	<b>\$25,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$25,000	0.00	\$25,000	0.00	\$25,000	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>STOB OTHER FUNDS-TRANSFER</b>									
<b>CORE</b>									
<b>FUND TRANSFERS</b>									
VOCATIONAL REHABILITATION	53,276	0.00	0	0.00	0	0.00	0	0.00	
DEPT ELEM-SEC EDUCATION	203,218	0.00	407,846	0.00	0	0.00	0	0.00	
HUMAN RIGHTS COMMISSION - FED	0	0.00	7,992	0.00	0	0.00	0	0.00	
DEPT OF PUBLIC SAFETY - JAIBG	3,195	0.00	3,361	0.00	0	0.00	0	0.00	
DED-ED PROGRAMS-FEDERAL OTHER	0	0.00	5,518	0.00	0	0.00	0	0.00	
AGRICULTURE-FEDERAL AND OTHER	7,839	0.00	10,736	0.00	0	0.00	0	0.00	
ATTORNEY GENERAL	0	0.00	91,927	0.00	0	0.00	0	0.00	
JUDICIARY - FEDERAL	0	0.00	32,331	0.00	0	0.00	0	0.00	
DED COUNCIL ARTS FEDERAL OTHER	13,660	0.00	14,747	0.00	0	0.00	0	0.00	
DEPT NATURAL RESOURCES	23,436	0.00	396,092	0.00	0	0.00	0	0.00	
DEPARTMENT OF HEALTH	237,012	0.00	385,924	0.00	0	0.00	0	0.00	
STATE EMERGENCY MANAGEMENT	0	0.00	720	0.00	0	0.00	0	0.00	
DEPT MENTAL HEALTH	82,573	0.00	97,961	0.00	0	0.00	0	0.00	
DEPT PUBLIC SAFETY	21,471	0.00	24,772	0.00	0	0.00	0	0.00	
DIV JOB DEVELOPMENT & TRAINING	0	0.00	134,365	0.00	0	0.00	0	0.00	
DIV OF LABOR STANDARDS FEDERAL	6,198	0.00	7,814	0.00	0	0.00	0	0.00	
SEC OF STATE-FEDERAL FUNDS	70,997	0.00	79,321	0.00	0	0.00	0	0.00	
TEMP ASSIST NEEDY FAM FEDERAL	0	0.00	326,288	0.00	0	0.00	0	0.00	
ABANDONED MINE RECLAMATION	244	0.00	454	0.00	0	0.00	0	0.00	
UNEMPLOYMENT COMP ADMIN	14,496	0.00	20,423	0.00	0	0.00	0	0.00	
THIRD PARTY LIABILITY COLLECT	0	0.00	17,799	0.00	0	0.00	0	0.00	
FEDERAL REIMBURSEMENT ALLOWANCE	0	0.00	1,730	0.00	0	0.00	0	0.00	
CHILD SUPPORT ENFORCEMENT COLLTN	35,262	0.00	94,827	0.00	0	0.00	0	0.00	
MISSOURI TECHNOLOGY INVESTMENT	2,784	0.00	0	0.00	0	0.00	0	0.00	
COMPULSIVE GAMBLER	1,125	0.00	934	0.00	0	0.00	0	0.00	
TREASURER'S INFORMATION	0	0.00	45,541	0.00	0	0.00	0	0.00	
MO ARTS COUNCIL TRUST	5,568	0.00	18,635	0.00	0	0.00	0	0.00	
SEC OF ST TECHNOLOGY TRUST	8,931	0.00	9,977	0.00	0	0.00	0	0.00	
NURSING FAC QUALITY OF CARE	9,078	0.00	9,389	0.00	0	0.00	0	0.00	
DIVISION OF TOURISM SUPPL REV	55,829	0.00	58,482	0.00	0	0.00	0	0.00	
HEALTH INITIATIVES	35,105	0.00	39,029	0.00	0	0.00	0	0.00	
GAMING COMMISSION FUND	7,219	0.00	3,632	0.00	0	0.00	0	0.00	
OUTSTANDING SCHOOLS TRUST	12,727	0.00	16,384	0.00	0	0.00	0	0.00	

## OFFICE OF ADMINISTRATION

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>STOB OTHER FUNDS-TRANSFER</b>									
<b>CORE</b>									
<b>FUND TRANSFERS</b>									
ANIMAL CARE RESERVE	2,037	0.00	1,921	0.00	0	0.00	0	0.00	
ELDERLY HOME-DELIVER MEALS TRU	722	0.00	631	0.00	0	0.00	0	0.00	
MO PUBLIC HEALTH SERVICES	8,513	0.00	22,466	0.00	0	0.00	0	0.00	
COMMODITY COUNCIL MERCHANISING	1,094	0.00	2,470	0.00	0	0.00	0	0.00	
FEDERAL SURPLUS PROPERTY	1,731	0.00	2,569	0.00	0	0.00	0	0.00	
SP ANIMAL FAC LOAN PROGRAM	3,494	0.00	3,931	0.00	0	0.00	0	0.00	
STATE PARKS EARNINGS	2,475	0.00	2,828	0.00	0	0.00	0	0.00	
NATURAL RESOURCES REVOLVING SE	1,380	0.00	2,551	0.00	0	0.00	0	0.00	
HISTORIC PRESERVATION REVOLV	1,692	0.00	2,944	0.00	0	0.00	0	0.00	
DNR COST ALLOCATION	120,022	0.00	209,472	0.00	0	0.00	0	0.00	
OA REVOLVING ADMINISTRATIVE TR	108,522	0.00	0	0.00	0	0.00	0	0.00	
DOSS ADMINISTRATIVE TRUST	483	0.00	0	0.00	0	0.00	0	0.00	
DED ADMINISTRATIVE	60,729	0.00	47,527	0.00	0	0.00	0	0.00	
DIVISION OF CREDIT UNIONS	0	0.00	21,422	0.00	0	0.00	0	0.00	
DIVISION OF FINANCE	51,587	0.00	61,304	0.00	0	0.00	0	0.00	
INSURANCE EXAMINERS FUND	29,985	0.00	53,639	0.00	0	0.00	0	0.00	
NATURAL RESOURCES PROTECTION	12	0.00	23	0.00	0	0.00	0	0.00	
DEPT OF INSURANCE DEDICATED	294,496	0.00	296,919	0.00	0	0.00	0	0.00	
NRP-WATER POLLUTION PERMIT FEE	75,235	0.00	85,937	0.00	0	0.00	0	0.00	
SOLID WASTE MANAGEMENT	3,111	0.00	5,546	0.00	0	0.00	0	0.00	
METALLIC MINERALS WASTE MGMT	43	0.00	78	0.00	0	0.00	0	0.00	
LOCAL RECORDS PRESERVATION	63,584	0.00	76,029	0.00	0	0.00	0	0.00	
NRP-AIR POLLUTION ASBESTOS FEE	3,634	0.00	224	0.00	0	0.00	0	0.00	
PETROLEUM STORAGE TANK INS	2,281	0.00	2,521	0.00	0	0.00	0	0.00	
UNDERGROUND STOR TANK REG PROG	98	0.00	181	0.00	0	0.00	0	0.00	
MOTOR VEHICLE COMMISSION	16,908	0.00	20,904	0.00	0	0.00	0	0.00	
NRP-AIR POLLUTION PERMIT FEE	73,930	0.00	29,180	0.00	0	0.00	0	0.00	
PUBLIC SERVICE COMMISSION	0	0.00	42,367	0.00	0	0.00	0	0.00	
CONSERVATION COMMISSION	30,487	0.00	25,790	0.00	0	0.00	0	0.00	
PARKS SALES TAX	3,078	0.00	4,784	0.00	0	0.00	0	0.00	
SOIL AND WATER SALES TAX	30,466	0.00	55,414	0.00	0	0.00	0	0.00	
DEPT OF REVENUE INFORMATION	26,943	0.00	24,391	0.00	0	0.00	0	0.00	
DOSS EDUCATIONAL IMPROVEMENT	0	0.00	2,412	0.00	0	0.00	0	0.00	

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
<b>STOB OTHER FUNDS-TRANSFER</b>									
<b>CORE</b>									
<b>FUND TRANSFERS</b>									
BLIND PENSION	9,765	0.00	17,233	0.00	0	0.00	0	0.00	0.00
HFT-TOBACCO PREVENTION ACCT	0	0.00	9,265	0.00	0	0.00	0	0.00	0.00
GRAIN INSPECTION FEES	3,176	0.00	3,368	0.00	0	0.00	0	0.00	0.00
EXCELLENCE IN EDUCATION	12,979	0.00	24,685	0.00	0	0.00	0	0.00	0.00
WORKERS COMPENSATION	240,021	0.00	269,589	0.00	0	0.00	0	0.00	0.00
WORKERS COMP-SECOND INJURY	21,966	0.00	43,863	0.00	0	0.00	0	0.00	0.00
LOTTERY ENTERPRISE	6,815	0.00	8,428	0.00	0	0.00	0	0.00	0.00
PETROLEUM INSPECTION FUND	50,133	0.00	53,752	0.00	0	0.00	0	0.00	0.00
ENERGY SET-ASIDE PROGRAM	7,229	0.00	13,840	0.00	0	0.00	0	0.00	0.00
HAZARDOUS WASTE FUND	31,487	0.00	35,178	0.00	0	0.00	0	0.00	0.00
SAFE DRINKING WATER FUND	44,190	0.00	57,506	0.00	0	0.00	0	0.00	0.00
CRIME VICTIMS COMP FUND	7,165	0.00	7,334	0.00	0	0.00	0	0.00	0.00
MARKETING DEVELOPMENT FUND	1,592	0.00	3,931	0.00	0	0.00	0	0.00	0.00
COAL MINE LAND RECLAMATION	70	0.00	129	0.00	0	0.00	0	0.00	0.00
PROFESSIONAL REGISTRATION FEES	215,286	0.00	232,091	0.00	0	0.00	0	0.00	0.00
HAZARDOUS WASTE REMEDIAL	13,658	0.00	15,176	0.00	0	0.00	0	0.00	0.00
CHILDREN'S TRUST	0	0.00	1,922	0.00	0	0.00	0	0.00	0.00
BIODIESEL FUEL REVOLVING	20	0.00	36	0.00	0	0.00	0	0.00	0.00
MISSOURI SENIOR RX	25,304	0.00	27,280	0.00	0	0.00	0	0.00	0.00
HEAD INJURY	0	0.00	5,931	0.00	0	0.00	0	0.00	0.00
BASIC CIVIL LEGAL SERVICES	0	0.00	4,041	0.00	0	0.00	0	0.00	0.00
BOLL WEEVIL SUPPRESS & ERADICAT	0	0.00	1,751	0.00	0	0.00	0	0.00	0.00
INMATE INCAR REIMB ACT REVOLV	2,496	0.00	0	0.00	0	0.00	0	0.00	0.00
INVESTOR EDUC & PROTECTION	15,628	0.00	17,461	0.00	0	0.00	0	0.00	0.00
EARLY CHILDHOOD DEV EDU/CARE	3,168	0.00	717	0.00	0	0.00	0	0.00	0.00
DRY-CLEANING ENVIRL RESP TRUST	98	0.00	181	0.00	0	0.00	0	0.00	0.00
AGRICULTURE DEVELOPMENT	1,747	0.00	1,251	0.00	0	0.00	0	0.00	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>STOB OTHER FUNDS-TRANSFER</b>									
<b>CORE</b>									
FUND TRANSFERS									
MINED LAND RECLAMATION	157	0.00	293	0.00	0	0.00	0	0.00	
TOTAL - TRF	2,644,165	0.00	4,329,558	0.00	0	0.00	0	0.00	
TOTAL	2,644,165	0.00	4,329,558	0.00	0	0.00	0	0.00	
GRAND TOTAL	\$2,644,165	0.00	\$4,329,558	0.00	\$0	0.00	\$0	0.00	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31051
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	State Office Buildings Other Funds Payback		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2007 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

The core funding for the transfer from federal and other funds that reimburse GR in support of state-owned building rent has been reallocated to the Leasing House Bill 13 core for FY 07. Federal and other funds will be charged monthly for their appropriate allocation of rent, to recover the costs of operating the building(s) in which the agency resides.

## 3. PROGRAM LISTING (list programs included in this core funding)

N/A

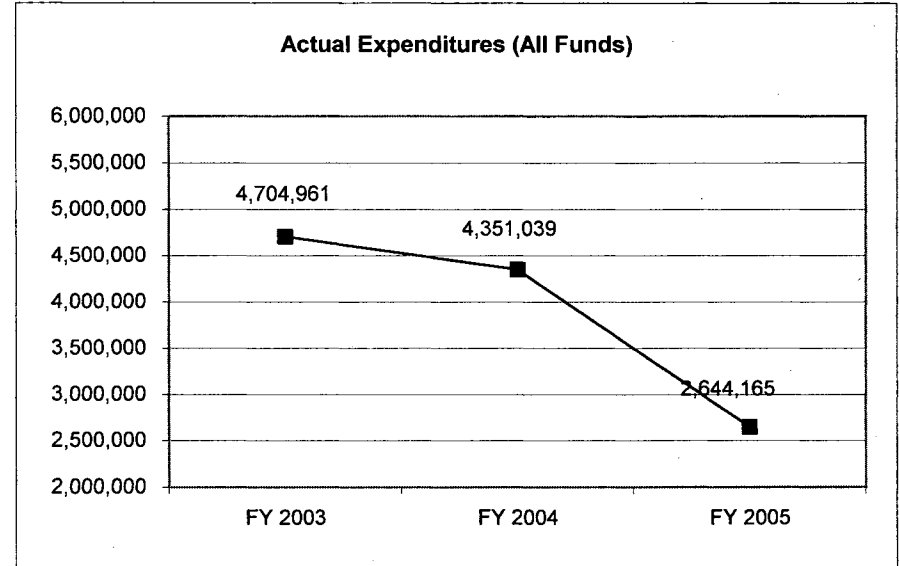
# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31051
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	State Office Buildings Other Funds Payback		

## **4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	6,081,345	5,085,254	3,386,914	4,329,558
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	6,081,345	5,085,254	3,386,914	N/A
Actual Expenditures (All Funds)	4,704,961	4,351,039	2,644,165	N/A
Unexpended (All Funds)	1,376,384	734,215	742,749	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	42,698	58,251	409,445	N/A
Other	1,333,686	675,964	333,304	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** (1) Estimated appropriation was increased \$965,765



**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**  
**STOB OTHER FUNDS-TRANSFER**

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
	TRF		0.00	0	2,048,592	2,280,966	4,329,558	
	<b>Total</b>		<b>0.00</b>	<b>0</b>	<b>2,048,592</b>	<b>2,280,966</b>	<b>4,329,558</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer Out	[#677]	TRF	0.00	0	(2,048,592)	(2,280,966)	(4,329,558)	To HB 13 (Leasing). To continue to charge the appropriate department/ funds in state-owned office building space for rent to cover operating costs.
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>0</b>	<b>(2,048,592)</b>	<b>(2,280,966)</b>	<b>(4,329,558)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
	TRF		0.00	0	0	0	0	
	<b>Total</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
	TRF		0.00	0	0	0	0	
	<b>Total</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>STOB OTHER FUNDS-TRANSFER</b>								
<b>CORE</b>								
FUND TRANSFERS	2,644,165	0.00	4,329,558	0.00	0	0.00	0	0.00
TOTAL - TRF	2,644,165	0.00	4,329,558	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$2,644,165</b>	<b>0.00</b>	<b>\$4,329,558</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$737,615	0.00	\$2,048,592	0.00	\$0	0.00		0.00
OTHER FUNDS	\$1,906,550	0.00	\$2,280,966	0.00	\$0	0.00		0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FAC MGMT SERVICES</b>								
<b>CORE</b>								
<b>EXPENSE &amp; EQUIPMENT</b>								
STATE FACILITY MAINT & OPERAT	412,493	0.00	708,861	0.00	708,861	0.00	708,861	0.00
TOTAL - EE	412,493	0.00	708,861	0.00	708,861	0.00	708,861	0.00
<b>PROGRAM-SPECIFIC</b>								
STATE FACILITY MAINT & OPERAT	0	0.00	10	0.00	10	0.00	10	0.00
TOTAL - PD	0	0.00	10	0.00	10	0.00	10	0.00
<b>TOTAL</b>	<b>412,493</b>	<b>0.00</b>	<b>708,871</b>	<b>0.00</b>	<b>708,871</b>	<b>0.00</b>	<b>708,871</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$412,493</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31055
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Facilities Management Services		

**1. CORE FINANCIAL SUMMARY**

	FY 2007 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	708,861	708,861	E
PSD	0	0	10	10	E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (0501)

Notes: An "E" is requested for the \$708,871 Other Funds.

	FY 2007 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	708,861	708,861	E
PSD	0	0	10	10	E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Facility Maintenance and Operation Fund (0501)

Notes: An "E" is requested for the \$708,871 Other Funds.

**2. CORE DESCRIPTION**

This core represents revolving fund authority that allows the Division of Facilities Management, Design and Construction to make up-front payments for expenses associated with facility management, purchases of materials for facility modifications and tenant services that support agency programs. DFMDCC then bills agencies for such costs via the interagency billing process.

This pass through appropriation gives DFMDCC the ability to effectively manage facilities, modification projects and other services by establishing a mechanism to make up-front purchases for materials without reducing appropriation authority for facility operating purposes. The Division also makes up-front payments for other extraordinary services agencies may require that would otherwise place an unreasonable burden on the regular operating budget of the facility.

**3. PROGRAM LISTING (list programs included in this core funding)**

Asset Management

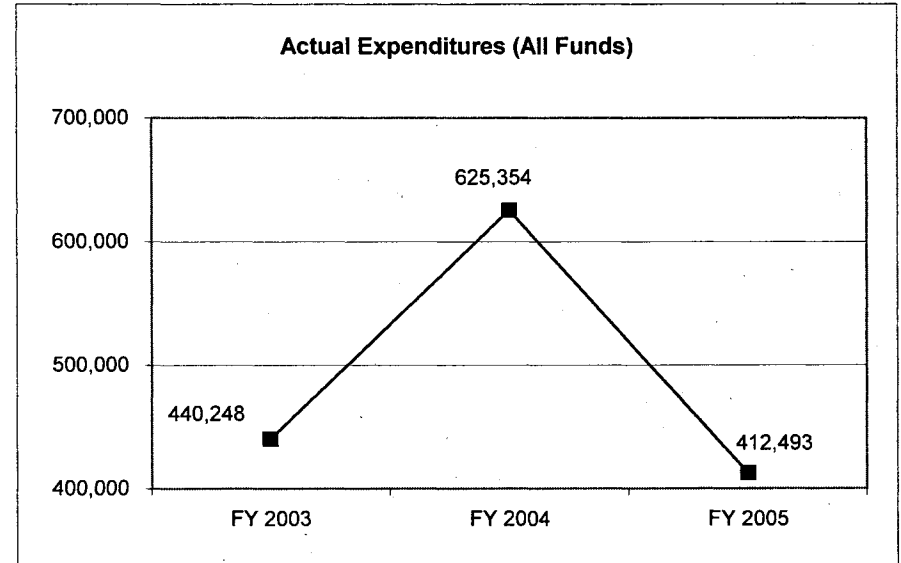
# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31055
<b>Division</b>	Facilities Management, Design and Construction		
<b>Core</b>	Facilities Management Services		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	990,000	630,000	708,871	708,871 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	990,000	630,000	708,871	N/A
Actual Expenditures (All Funds)	440,248	625,354	412,493	N/A
Unexpended (All Funds)	549,752	4,646	296,378	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	549,752	4,646	296,378	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

(1) In FY-04, original appropriation of \$330,000 E was increased by \$300,000 due to agency requirements

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**

**FAC MGMT SERVICES**

**5. CORE RECONCILIATION**

	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>708,871</b>	<b>708,871</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>FAC MGMT SERVICES</b>								
<b>CORE</b>								
REBILLABLE EXPENSES	412,493	0.00	708,861	0.00	708,861	0.00	708,861	0.00
TOTAL - EE	412,493	0.00	708,861	0.00	708,861	0.00	708,861	0.00
REFUNDS	0	0.00	10	0.00	10	0.00	10	0.00
TOTAL - PD	0	0.00	10	0.00	10	0.00	10	0.00
<b>GRAND TOTAL</b>	<b>\$412,493</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>	<b>\$708,871</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$412,493	0.00	\$708,871	0.00	\$708,871	0.00	\$708,871	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

	DFMDC Asset Mgmt Operating	OPMR	FM Facility Management Services	TOTAL
GR				0
FEDERAL				0
OTHER	20,352,662	732,443	708,871	21,793,976
<b>TOTAL</b>	<b>20,352,662</b>	<b>732,443</b>	<b>708,871</b>	<b>21,793,976</b>

**1. What does this program do?**

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reducing deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio we will reduce operating cost. Well maintained facilities are cheaper to operate.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public, these services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan and Energy Management.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Revised Statutes, Chapter 8, Section 8.120, Division of Design and Construction Created - Duties  
Missouri Revised Statutes, Chapter 8, Section 8.110, Division of Facilities Management Created - Duties  
Missouri Revised Statutes, Chapter 34.030, Leasing

**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

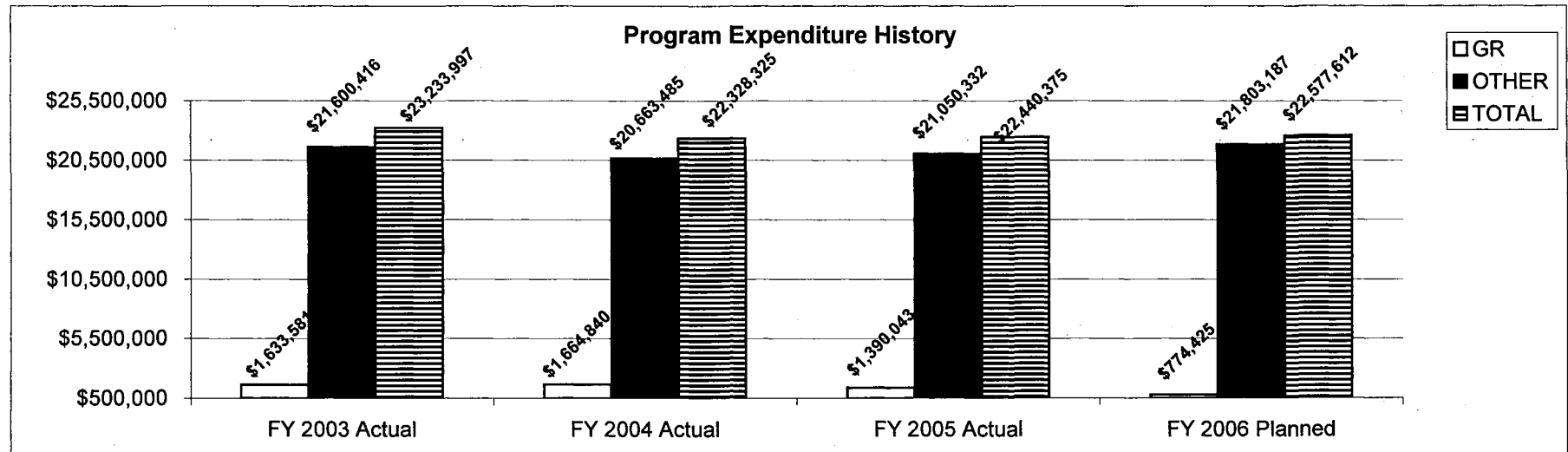
No



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

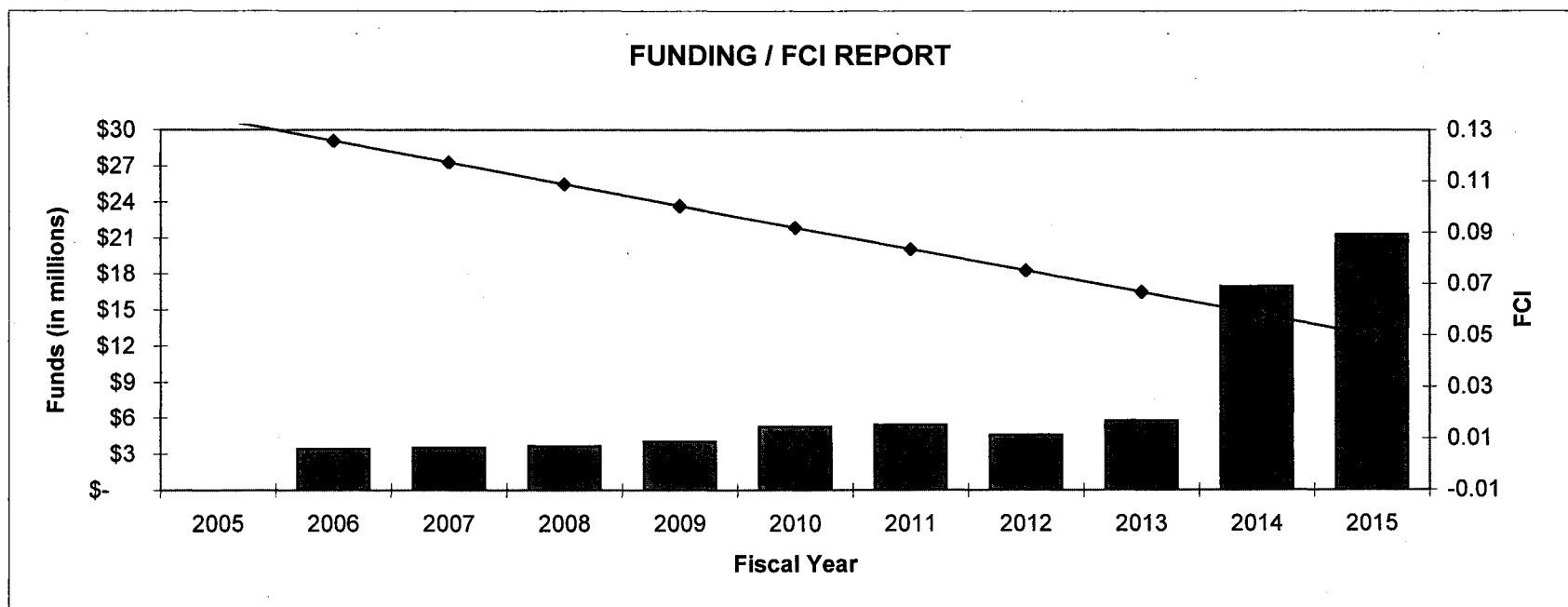
OA Revolving Administrative Trust Fund (0505)  
 State Facility Maintenance and Operation Fund (0501)  
 Facilities Maintenance Reserve (0124) - OPMR

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Facilities Management, Design and Construction
<b>Program is found in the following core budget(s):</b>	Asset Management

**7a. Provide an effectiveness measure.**

DFMDC manages a Facility Condition Assessment program to measure the condition of state facilities. The measure used to evaluate the condition of each facility is the Facility Condition Index (FCI). The FCI can be summarized for each facility, for each site, for each department, and for the entire state. This standardized methodology provides the foundation for making cost effective capital decisions. The goal of this division is to reduce the statewide FCI to 5% in ten years. The following chart is based on currently assessed OA facilities only.



■ Funding-Target FCI-Funding to reduce FCI to 5% in 10 years.

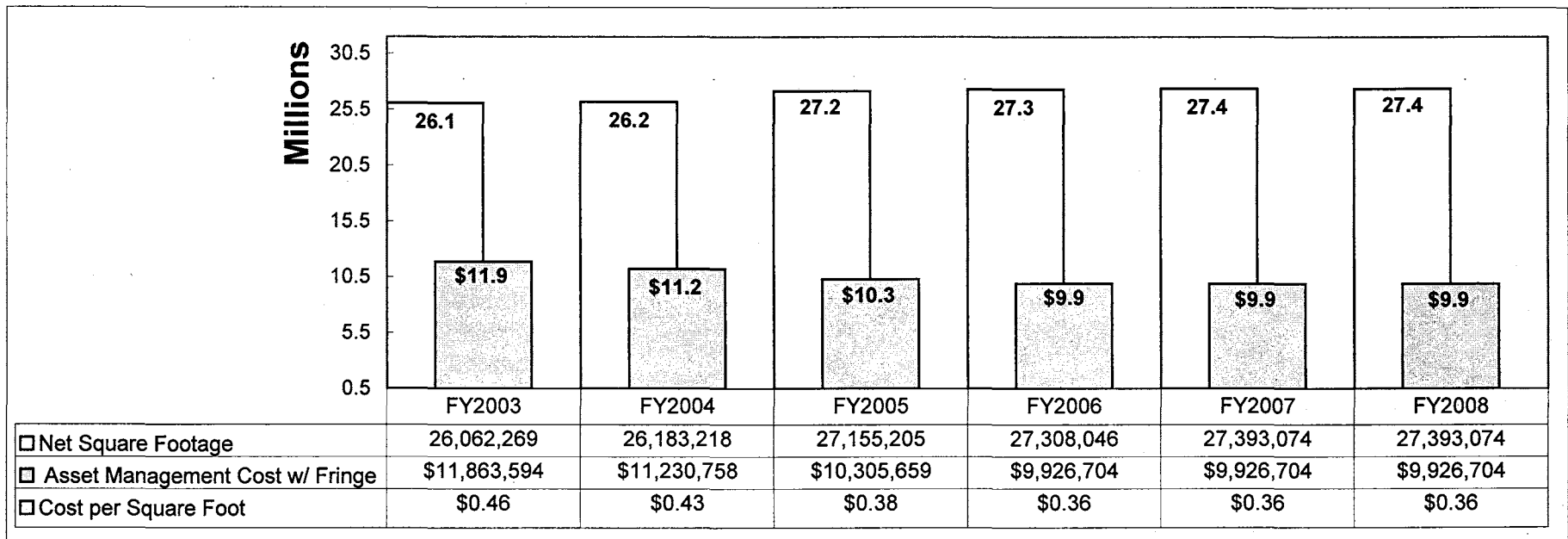
◆ FCI-Target FCI-Funding to reduce FCI to 5% in 10 years.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Facilities Management, Design and Construction  
**Program is found in the following core budget(s):** Asset Management

**7b. Provide an efficiency measure.**

Division of Facilities Management, Design and Construction asset management cost per square foot.



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Facilities Management, Design and Construction
<b>Program is found in the following core budget(s):</b>	Asset Management

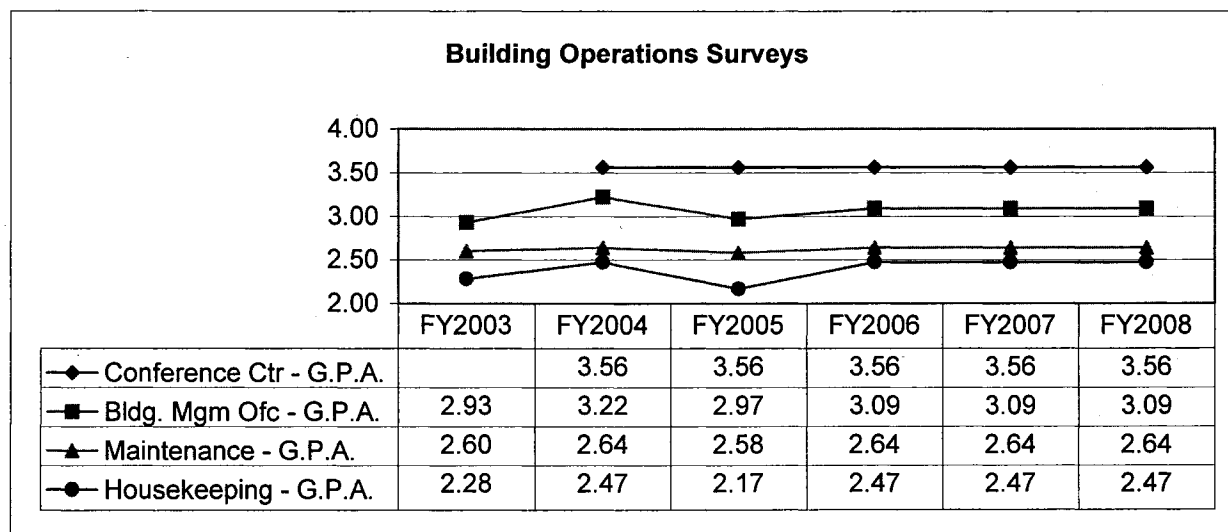
**7c. Provide the number of clients/individuals served, if applicable.**

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public.

The mission is to provide a superior workplace environment for state occupants and their visitors and protect the State's investments in property assets. The goal is to provide agencies with the information and resources that will support their development of high-performance workplaces--workplaces that will meet agencies' business needs and can be readily adapted to changing work practices and strategies.

**7d. Provide a customer satisfaction measure, if available.**

This chart summarizes the results of Building Operations' Customer Survey Grades for Conference Center, Building Managers Office, Maintenance and Housekeeping Services. Results are based on Grade Point Averages with 4.0 being the best.





# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	981,446	28.00	912,876	26.50	912,876	26.50	877,154	25.50
OA REVOLVING ADMINISTRATIVE TR	1,640,210	52.03	1,905,260	62.00	1,944,548	63.00	1,827,680	60.00
TOTAL - PS	2,621,656	80.03	2,818,136	88.50	2,857,424	89.50	2,704,834	85.50
EXPENSE & EQUIPMENT								
GENERAL REVENUE	123,858	0.00	127,956	0.00	102,974	0.00	92,974	0.00
OA REVOLVING ADMINISTRATIVE TR	765,867	0.00	1,239,549	0.00	1,098,148	0.00	1,044,028	0.00
TOTAL - EE	889,725	0.00	1,367,505	0.00	1,201,122	0.00	1,137,002	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	49,880	0.00	12,850	0.00	45,700	0.00	45,700	0.00
TOTAL - PD	49,880	0.00	12,850	0.00	45,700	0.00	45,700	0.00
<b>TOTAL</b>	<b>3,561,261</b>	<b>80.03</b>	<b>4,198,491</b>	<b>88.50</b>	<b>4,104,246</b>	<b>89.50</b>	<b>3,887,536</b>	<b>85.50</b>
<b>GENERAL STRUCTURE ADJUSTMENT - 0000012</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	35,085	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	73,108	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	108,193	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>108,193</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,561,261</b>	<b>80.03</b>	<b>\$4,198,491</b>	<b>88.50</b>	<b>\$4,104,246</b>	<b>89.50</b>	<b>\$3,995,729</b>	<b>85.50</b>

# **CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113
<b>Division</b>	Division of General Services		
<b>Core</b>	Operating		

## **1. CORE FINANCIAL SUMMARY**

	<b>FY 2007 Budget Request</b>			
	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
<b>PS</b>	912,876	0	1,944,548	2,857,424
<b>EE</b>	102,974	0	1,098,148	1,201,122
<b>PSD</b>	0	0	45,700	45,700
<b>Total</b>	<b>1,015,850</b>	<b>0</b>	<b>3,088,396</b>	<b>4,104,246</b>

<b>FTE</b>	<b>26.50</b>	<b>0.00</b>	<b>63.00</b>	<b>89.50</b>
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<b>Est. Fringe</b>	446,305	0	950,690	1,396,995
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Revolving Administrative Trust Fund (0505)

	<b>FY 2007 Governor's Recommendation</b>			
	<b>GR</b>	<b>Fed</b>	<b>Other</b>	<b>Total</b>
<b>PS</b>	877,154	0	1,827,680	2,704,834
<b>EE</b>	92,974	0	1,044,028	1,137,002
<b>PSD</b>	0	0	45,700	45,700
<b>Total</b>	<b>970,128</b>	<b>0</b>	<b>2,917,408</b>	<b>3,887,536</b>

<b>FTE</b>	<b>25.50</b>	<b>0.00</b>	<b>60.00</b>	<b>85.50</b>
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<b>Est. Fringe</b>	428,841	0	893,553	1,322,393
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Revolving Administrative Trust Fund (0505)

## **2. CORE DESCRIPTION**

Core funding to support the Division of General Services, a multi-faceted organization providing a number of essential support services to state agencies and to the Office of Administration.

**State Printing** offers comprehensive reproduction services including design, printing, finishing, and quick copy services. **Mail Services** advises agencies on efficient mailing practices, provides comprehensive mailing services to the Office of Administration and conducts interagency delivery of mail within the Jefferson City area. **Risk Management** administers the Legal Expense Fund and the workers' compensation program for state employees, purchases insurance when appropriate, and monitors policies and claims. This section also coordinates the Statewide Safety Steering Committee and advises state agencies on risk management issues. **Flight Operations** provide safe, efficient, and flexible air transport services to state government. **Vehicle Maintenance** operates a centralized maintenance facility to provide mechanical repairs and body shop services for state vehicles based in the Mid-Missouri area. **Fleet Management** establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system and serves as a resource for fleet management issues. The **Governor's Advisory Council on Physical Fitness and Health** promotes wellness and physical well being to all citizens of the state. General Services also provides administrative support and staffing to operate the **Missouri Public Entity Risk Management Fund** program.

### CORE DECISION ITEM

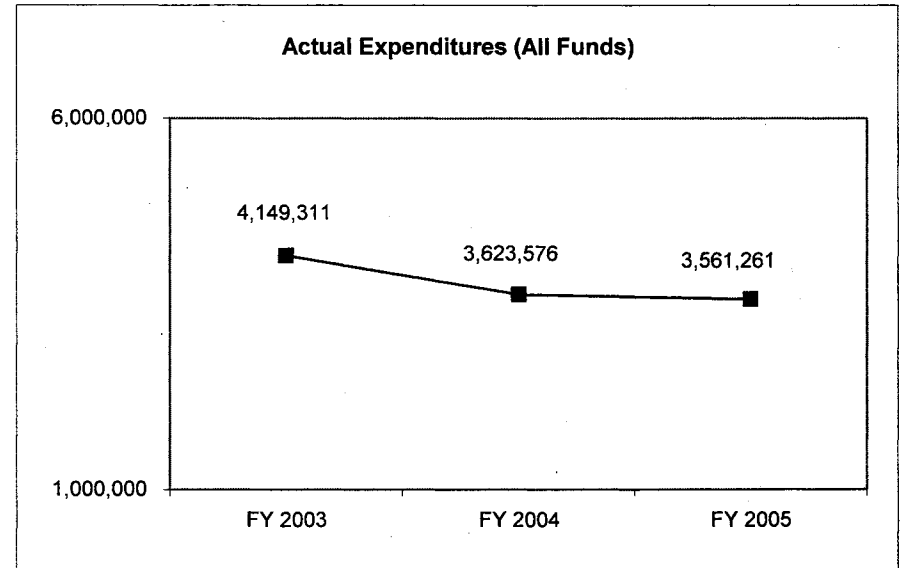
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31113
<b>Division</b>	Division of General Services		
<b>Core</b>	Operating		

#### 3. PROGRAM LISTING (list programs included in this core funding)

State Printing	Fleet Management
Risk Management	Governor's Advisory Council on Physical Fitness and Health
Flight Operations	Mail Services
Vehicle Maintenance	Administration

#### 4. FINANCIAL HISTORY

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Current Yr.
Appropriation (All Funds)	5,793,524	5,225,816	4,386,926	4,198,491
Less Reverted (All Funds)	(195,936)	(35,904)	(59,669)	N/A
Budget Authority (All Funds)	5,597,588	5,189,912	4,327,257	N/A
Actual Expenditures (All Funds)	4,149,311	3,623,576	3,561,261	N/A
Unexpended (All Funds)	1,448,277	1,566,336	765,996	N/A
Unexpended, by Fund:				
General Revenue	9,933	11,151	6	N/A
Federal	0	0	0	N/A
Other	1,438,344	1,555,185	765,990	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

#### NOTES:



**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION  
GENERAL SERVICES - OPERATING**

**5. CORE RECONCILIATION**

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	88.50	912,876	0	1,905,260	2,818,136	
		EE	0.00	127,956	0	1,239,549	1,367,505	
		PD	0.00	0	0	12,850	12,850	
		<b>Total</b>	<b>88.50</b>	<b>1,040,832</b>	<b>0</b>	<b>3,157,659</b>	<b>4,198,491</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Transfer Out	[#3118]	EE	0.00	0	0	(60,000)	(60,000)	To HB 13 for consolidation of fuel, utility, and janitorial service payments.
Core Reallocation	[#399]	EE	0.00	0	0	(32,850)	(32,850)	EE to PD object class to reflect planned spending
Core Reallocation	[#399]	PD	0.00	0	0	32,850	32,850	EE to PD object class to reflect planned spending
Core Reallocation	[#815]	PS	1.00	0	0	39,288	39,288	Consolidation adjustment--non-IT personnel from Information Technology Service Division
Core Reallocation	[#818]	EE	0.00	(24,982)	0	(48,551)	(73,533)	IT expenses to Information Technology Services Division
<b>NET DEPARTMENT CHANGES</b>			<b>1.00</b>	<b>(24,982)</b>	<b>0</b>	<b>(69,263)</b>	<b>(94,245)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	89.50	912,876	0	1,944,548	2,857,424	
		EE	0.00	102,974	0	1,098,148	1,201,122	
		PD	0.00	0	0	45,700	45,700	
		<b>Total</b>	<b>89.50</b>	<b>1,015,850</b>	<b>0</b>	<b>3,088,396</b>	<b>4,104,246</b>	
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>								
Transfer Out	[#3642]	PS	(2.00)	0	0	(35,256)	(35,256)	To the Department of Public Safety for flight operations.
Core Reduction	[#3639]	PS	(2.00)	(35,722)	0	(81,612)	(117,334)	Governor Reduction.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**GENERAL SERVICES - OPERATING**

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**5. CORE RECONCILIATION**

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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS</b>							
Core Reduction	[#3639] EE	0.00	(10,000)	0	(54,120)	(64,120)	Governor Reduction.
<b>NET GOVERNOR CHANGES</b>		<b>(4.00)</b>	<b>(45,722)</b>	<b>0</b>	<b>(170,988)</b>	<b>(216,710)</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	85.50	877,154	0	1,827,680	2,704,834	
	EE	0.00	92,974	0	1,044,028	1,137,002	
	PD	0.00	0	0	45,700	45,700	
	<b>Total</b>	<b>85.50</b>	<b>970,128</b>	<b>0</b>	<b>2,917,408</b>	<b>3,887,536</b>	

# FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 31113	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Operating	<b>DIVISION:</b> General Services

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.** If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

The Division of General Services requests a continuation of a 20% flexibility for both the personal services and expense and equipment appropriations within its operating core. Successive budget reductions over the past five years has left the agency with limited ability to respond to changing needs. Flexibility will allow the division to react to unforeseen issues that could impact the ability to fulfill its operational responsibilities.

DEPARTMENT REQUEST					GOVERNOR RECOMMENDATION				
Section	PS or E&E	Core	% Flex Requested	Flex Request Amount	Section	PS or E&E	Core	% Flex Gov Rec	Flex Gov Rec Amount
Operations - 0101	PS	\$912,876	20%	\$182,575		PS	\$877,154	20%	\$175,431
	E&E	<u>\$102,974</u>	20%	<u>\$20,595</u>		E&E	<u>\$92,974</u>	20%	<u>\$18,595</u>
<i>Total Request</i>		\$1,015,850	20%	\$203,170	<i>Total Gov. Rec.</i>		\$970,128	20%	\$194,026

# **FLEXIBILITY REQUEST FORM**

<b>BUDGET UNIT NUMBER:</b> 31113	<b>DEPARTMENT:</b> Office of Administration
<b>BUDGET UNIT NAME:</b> Operating	<b>DIVISION:</b> General Services

**2. Estimate how much flexibility will be used for the budget year.** How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0	\$0	\$50,000

**3. Was flexibility approved in the Prior Year Budget or the Current Year Budget?** If so, how was the flexibility used during those years?

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (CLERICAL)	8,782	0.38	23,736	1.00	23,736	1.00	23,736	1.00
ADMIN OFFICE SUPPORT ASSISTANT	100,505	3.64	77,656	3.00	80,517	3.00	52,761	2.00
OFFICE SUPPORT ASST (KEYBRD)	4,740	0.21	22,992	1.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	84,095	3.62	69,384	3.00	93,120	4.00	93,120	4.00
PRINTING SERVICES REP	137,993	4.05	136,656	4.00	135,288	4.00	135,288	4.00
PRINTING SERVICES TECH I	24,094	1.00	24,144	1.00	24,144	1.00	24,144	1.00
PRINTING SERVICES TECH II	49,028	2.00	293,184	11.00	293,184	11.00	293,184	11.00
PRINTING SERVICES TECH III	400,841	14.32	445,980	16.00	445,980	16.00	445,980	16.00
PRINTING SERVICES TECH IV	238,617	7.53	254,640	8.00	223,488	7.00	223,488	7.00
PRINTING SERVICES COOR	39,371	1.02	38,532	1.00	38,532	1.00	38,532	1.00
COMPUTER INFO TECHNOLOGIST I	61,554	1.60	0	0.00	39,288	1.00	39,288	1.00
STOREKEEPER II	26,758	1.00	26,808	1.00	26,808	1.00	26,808	1.00
FORMS ANAL III	37,078	1.00	37,128	1.00	37,128	1.00	37,128	1.00
ACCOUNTANT II	35,026	1.00	35,076	1.00	35,076	1.00	35,076	1.00
EXECUTIVE I	91,464	2.94	93,276	3.00	93,276	3.00	57,554	2.00
RISK MANAGEMENT TECH I	57,629	2.32	49,320	2.00	24,660	1.00	24,660	1.00
RISK MANAGEMENT TECH II	135,710	5.00	161,892	6.00	161,892	6.00	161,892	6.00
RISK MANAGEMENT SPEC I	35,722	1.00	35,772	1.00	35,772	1.00	35,772	1.00
RISK MANAGEMENT SPEC II	168,901	3.85	171,032	4.00	171,032	4.00	171,032	4.00
AIRCRAFT MAINTENANCE SPEC	42,706	1.00	42,756	1.00	42,756	1.00	0	0.00
AIRCRAFT PILOT	48,661	1.05	47,304	1.00	46,356	1.00	0	0.00
MAINTENANCE WORKER I	22,897	1.01	22,992	1.00	22,992	1.00	22,992	1.00
MAINTENANCE SPV I	35,026	1.00	35,076	1.00	35,076	1.00	35,076	1.00
MOTOR VEHICLE DRIVER	68,629	2.82	73,068	3.00	73,068	3.00	73,068	3.00
MOTOR VEHICLE MECHANIC	55,216	2.13	51,864	2.00	51,864	2.00	51,864	2.00
GRAPHIC ARTS SPEC I	6,307	0.25	25,428	1.00	0	0.00	0	0.00
GRAPHIC ARTS SPEC II	53,587	1.75	33,180	1.00	60,456	2.00	60,456	2.00
GRAPHIC ARTS SPEC III	0	0.00	31,392	1.00	31,392	1.00	31,392	1.00
OFFICE OF ADMINISTRATION MGR 1	147,427	2.99	147,888	3.00	140,388	3.00	140,388	3.00
OFFICE OF ADMINISTRATION MGR 2	116,304	2.00	116,412	2.00	116,412	2.00	116,412	2.00
OFFICE OF ADMINISTRATION MGR 3	60,150	1.00	60,200	1.00	60,200	1.00	60,200	1.00
DESIGNATED PRINCIPAL ASST DEPT	1,981	0.04	0	0.00	0	0.00	0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>GENERAL SERVICES - OPERATING</b>								
<b>CORE</b>								
DIVISION DIRECTOR	81,346	1.00	81,396	1.00	82,380	1.00	82,380	1.00
DESIGNATED PRINCIPAL ASST DIV	83,222	2.05	0	0.00	30,600	0.50	30,600	0.50
ADMINISTRATIVE SECRETARY	0	0.00	37,572	1.00	37,572	1.00	37,572	1.00
MISCELLANEOUS TECHNICAL	36,603	1.46	14,400	0.50	42,991	2.00	42,991	2.00
SPECIAL ASST OFFICE & CLERICAL	23,686	1.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>2,621,656</b>	<b>80.03</b>	<b>2,818,136</b>	<b>88.50</b>	<b>2,857,424</b>	<b>89.50</b>	<b>2,704,834</b>	<b>85.50</b>
TRAVEL, IN-STATE	4,747	0.00	7,575	0.00	4,890	0.00	1,500	0.00
TRAVEL, OUT-OF-STATE	3,002	0.00	2,050	0.00	3,900	0.00	2,600	0.00
FUEL & UTILITIES	48,052	0.00	51,275	0.00	0	0.00	0	0.00
SUPPLIES	132,265	0.00	178,043	0.00	175,544	0.00	138,379	0.00
PROFESSIONAL DEVELOPMENT	4,315	0.00	15,775	0.00	11,350	0.00	10,600	0.00
COMMUNICATION SERV & SUPP	50,803	0.00	54,115	0.00	51,642	0.00	47,922	0.00
PROFESSIONAL SERVICES	80,380	0.00	69,070	0.00	79,492	0.00	73,937	0.00
JANITORIAL SERVICES	6,451	0.00	6,990	0.00	0	0.00	0	0.00
M&R SERVICES	46,891	0.00	92,945	0.00	18,260	0.00	7,860	0.00
COMPUTER EQUIPMENT	15,593	0.00	0	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	17,000	0.00	65,000	0.00	65,000	0.00
OFFICE EQUIPMENT	1,611	0.00	63,150	0.00	50,650	0.00	50,650	0.00
OTHER EQUIPMENT	14,646	0.00	30,980	0.00	15,780	0.00	15,600	0.00
REAL PROPERTY RENTALS & LEASES	0	0.00	250	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	444,536	0.00	627,250	0.00	623,943	0.00	623,703	0.00
MISCELLANEOUS EXPENSES	36,433	0.00	151,037	0.00	100,671	0.00	99,251	0.00
<b>TOTAL - EE</b>	<b>889,725</b>	<b>0.00</b>	<b>1,367,505</b>	<b>0.00</b>	<b>1,201,122</b>	<b>0.00</b>	<b>1,137,002</b>	<b>0.00</b>
DEBT SERVICE	49,880	0.00	12,850	0.00	45,700	0.00	45,700	0.00
<b>TOTAL - PD</b>	<b>49,880</b>	<b>0.00</b>	<b>12,850</b>	<b>0.00</b>	<b>45,700</b>	<b>0.00</b>	<b>45,700</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,561,261</b>	<b>80.03</b>	<b>\$4,198,491</b>	<b>88.50</b>	<b>\$4,104,246</b>	<b>89.50</b>	<b>\$3,887,536</b>	<b>85.50</b>
<b>GENERAL REVENUE</b>	<b>\$1,105,304</b>	<b>28.00</b>	<b>\$1,040,832</b>	<b>26.50</b>	<b>\$1,015,850</b>	<b>26.50</b>	<b>\$970,128</b>	<b>25.50</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$2,455,957</b>	<b>52.03</b>	<b>\$3,157,659</b>	<b>62.00</b>	<b>\$3,088,396</b>	<b>63.00</b>	<b>\$2,917,408</b>	<b>60.00</b>

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Printing Center  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	1,930,166	3,452,295	5,382,461
<b>TOTAL</b>	<b>1,930,166</b>	<b>3,452,295</b>	<b>5,382,461</b>

**1. What does this program do?**

State Printing provides comprehensive printing services to all state agencies, including printing consultation, art/graphics design, typesetting, offset and web printing, binding, quick copy color service and wide format copying.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 34.170 et. seq.

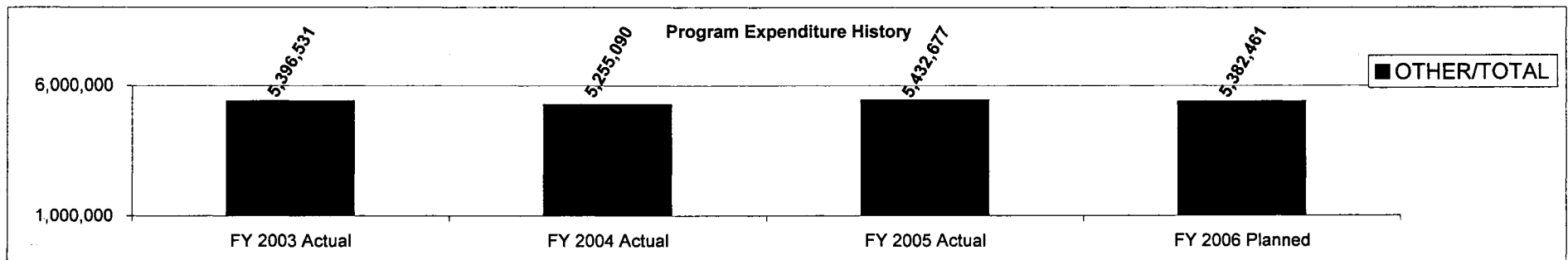
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



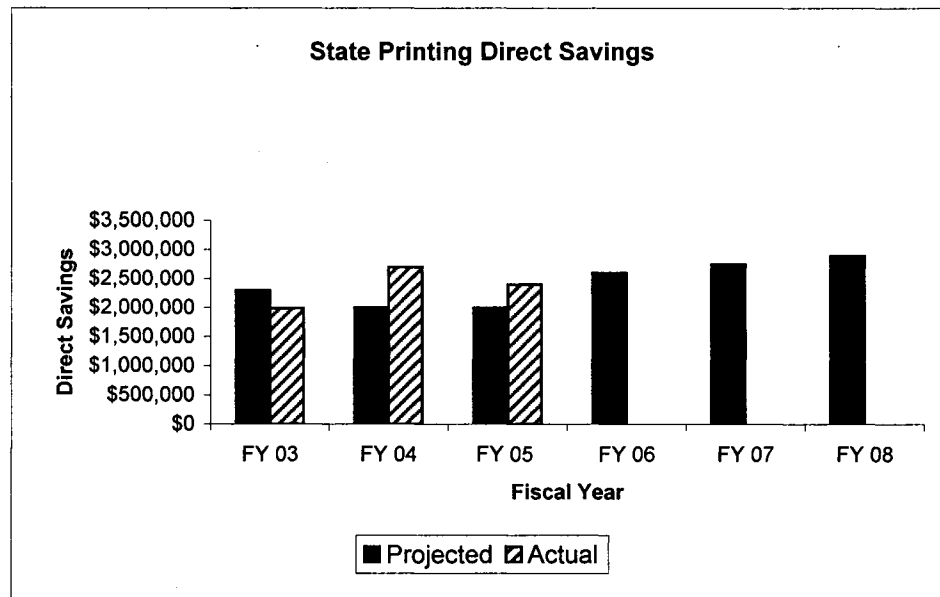
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Printing Center  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

### 6. What are the sources of the "Other " funds?

Revolving Administrative Trust Fund (0505)

### 7a. Provide an effectiveness measure.



Measure	FY 02		FY 03		FY 04		FY 05	FY 06	FY 07
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
% Savings Over Commercial Market	--	25.19%	--	30.65%		28.60%	30.00%	30.00%	30.00%



## PROGRAM DESCRIPTION

**Department** Office of Administration

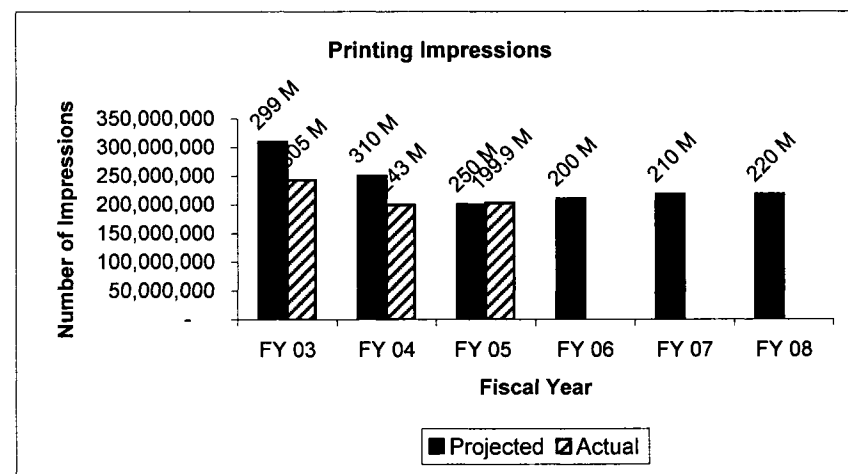
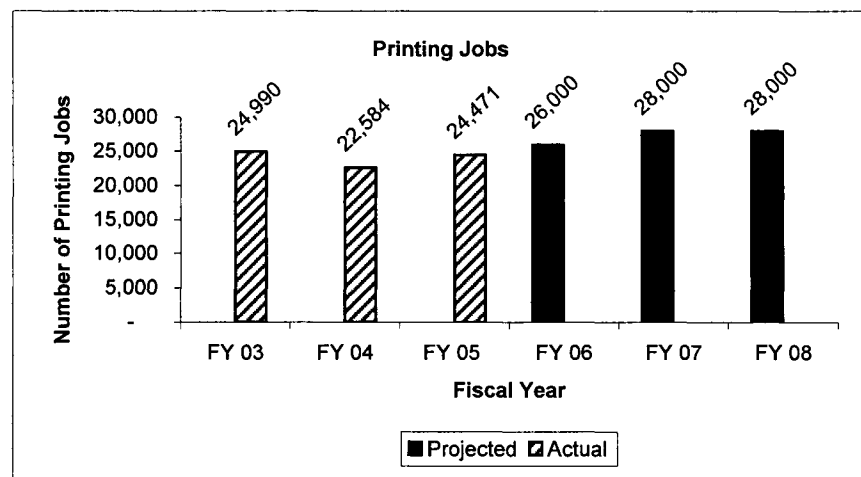
**Program Name** State Printing Center

**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

### 7b. Provide an efficiency measure.

Measure	FY 02		FY 03		FY 04		FY 05	FY 06	FY 07
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Cost Per Impression	\$0.0272	\$0.0218	\$0.0218	\$0.0243	\$0.0243	\$0.0220	\$0.0220	\$0.0220	\$0.0220

### 7c. Provide the number of clients/individuals served, if applicable.



### 7d. Provide a customer satisfaction measure, if available.

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Jobs on Time %	--	87%	90%	88%	89%	87%	89%	90%	90%
Rework %	--	0.19%	0.15%	0.27%	0.30%	0.15%	0.25%	0.25%	0.25%

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration					
<b>Program Name</b>	Division of General Services - Risk Management					
<b>Program is found in the following core budget(s):</b> General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core						
	<b>GS Operating Core</b>	<b>Workers' Comp Core</b>	<b>Workers' Comp Tax Core</b>	<b>Legal Expense Fund Core</b>	<b>Property Preserv. Fund Core</b>	<b>TOTAL</b>
<b>GR</b>	586,900	19,703,554	1,915,000	4,000,000		26,205,454
<b>FEDERAL</b>						0
<b>OTHER</b>		500,000	60,000	757,435	1	1,317,436
<b>TOTAL</b>	586,900	20,203,554	1,975,000	4,757,435	1	27,522,890

**1. What does this program do?**

Risk Management administers the state's self-insured workers' compensation program for state employees, settles claims against the Legal Expense Fund, procures insurance to protect the state's assets and serves as a resource to state agencies on safety and risk management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 287; Section 105.800; Section 105.711 et. seq.: Section 37.410 et. seq. and Section 537.600 RSMo

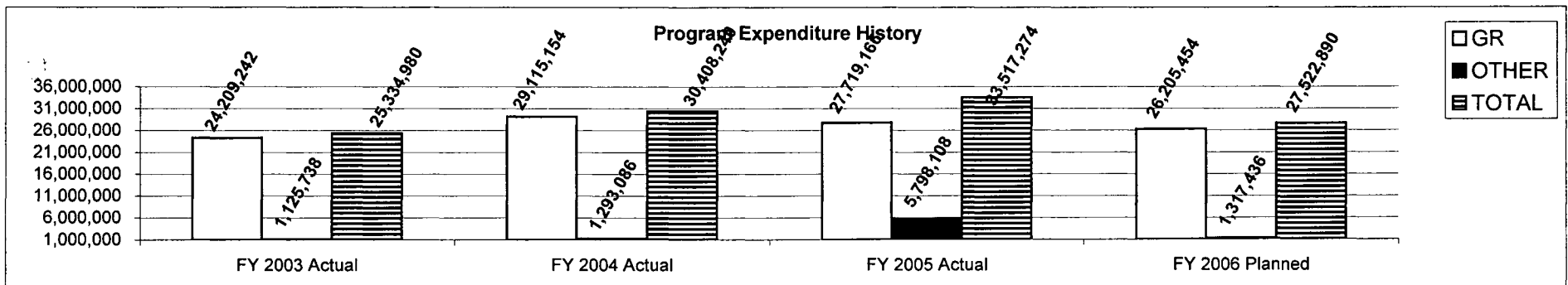
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

Department	Office of Administration								
Program Name	Division of General Services - Risk Management								
Program is found in the following core budget(s): General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core									
6. What are the sources of the "Other " funds?									
Conservation Commission Fund (0609), Legal Expense Fund (0692), Revolving Administrative Trust Fund (0505), Property Preservation Fund (0128). All other state funds that have workers compensation expenditures reimburse GR through a transfer appropriation for expenditures and tax obligations. Similarly, certain other funds pay into the Legal Expense Fund through a transfer appropriation for their cost of claims.									
7a. Provide an effectiveness measure.									
Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp PPO Savings	\$4.3 M	\$4.0 M	\$4.6 M	\$4.0 M	\$4.0 M	\$4.7 M	\$4.7 M	\$4.7 M	\$4.7 M
% Medical Cost Savings by utilizing PPO network	30%	29%	30%	25%	25%	30%	30%	30%	30%
7b. Provide an efficiency measure.									
Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Lost workday incidence rate of work related injuries/illnesses	1.72	1.4	1.4	1.23	1.3	1.05	1.25	1.25	1.25
Work Comp Benefit Cost Per Employee	\$268.74	\$250.90	\$289.00	\$316.53	\$325.81	\$308.77	\$300.00	\$300.00	\$300.00
Legal Expense Fund Cost Per Employee	\$55.70	\$90.89	\$80.00	\$36.57	\$43.40	\$44.77	\$35.00	\$35.00	\$35.00
Lost Time Claims per Adjuster	--	353	--	371	371	327	330	330	330

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Division of General Services - Risk Management
<b>Program is found in the following core budget(s):</b> General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core	

**7c. Provide the number of clients/individuals served, if applicable.**

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp Claims Processed	5,700	5,889	5,900	7,118	6,100	5,459	5,250	5,000	5,000
Work Comp Transactions	45,100	40,415	42,500	46,214	41,000	40,536	41,000	40,000	40,000
Legal Expense Fund Claims Processed	450	343	400	274	300	303	300	300	300

**7d. Provide a customer satisfaction measure, if available.**

N/A

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Flight Operations  
**Program is found in the following core budget(s):** GS Operating Core and Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	183,993	150,000	333,993
<b>TOTAL</b>	<b>183,993</b>	<b>150,000</b>	<b>333,993</b>

**1. What does this program do?**

Flight Operations provide safe, efficient and flexible air transport services to state government agencies and officials.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

NA

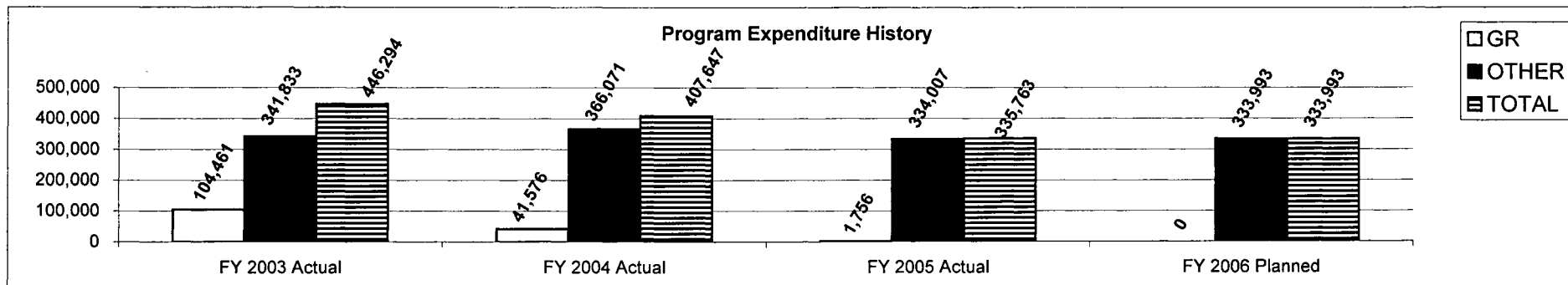
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



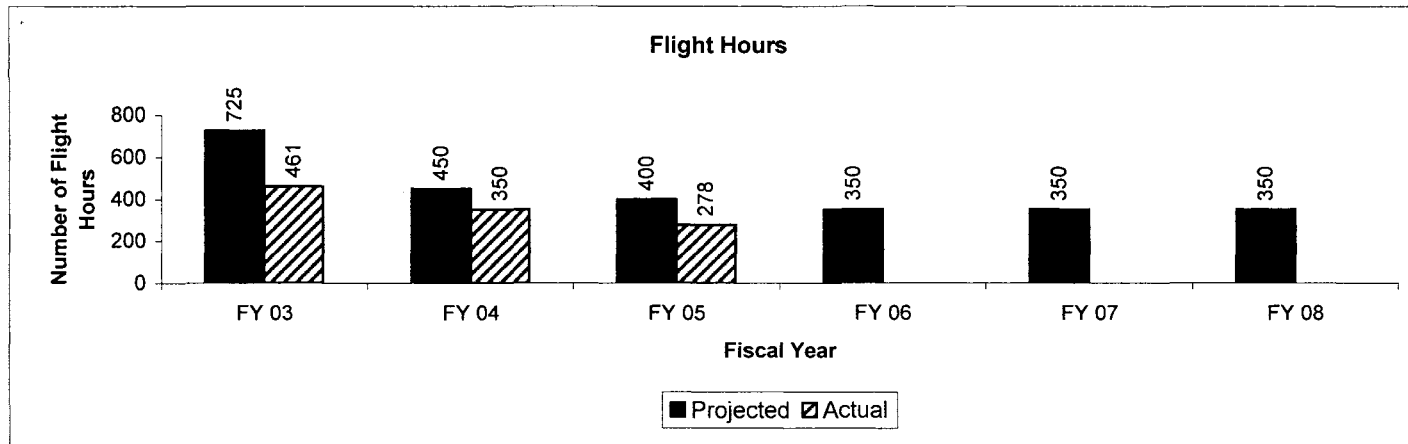
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Flight Operations  
**Program is found in the following core budget(s):** GS Operating Core and Rebillable Expenses Core

### 6. What are the sources of the "Other " funds?

Revolving Administrative Trust Fund

### 7a. Provide an effectiveness measure.



### 7b. Provide an efficiency measure.

	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
<b>Measure</b>	Actual	Actual	Actual	Projected	Projected	Projected
Total Savings	\$72,739	\$47,713	\$93,216	\$75,000	\$75,000	\$75,000

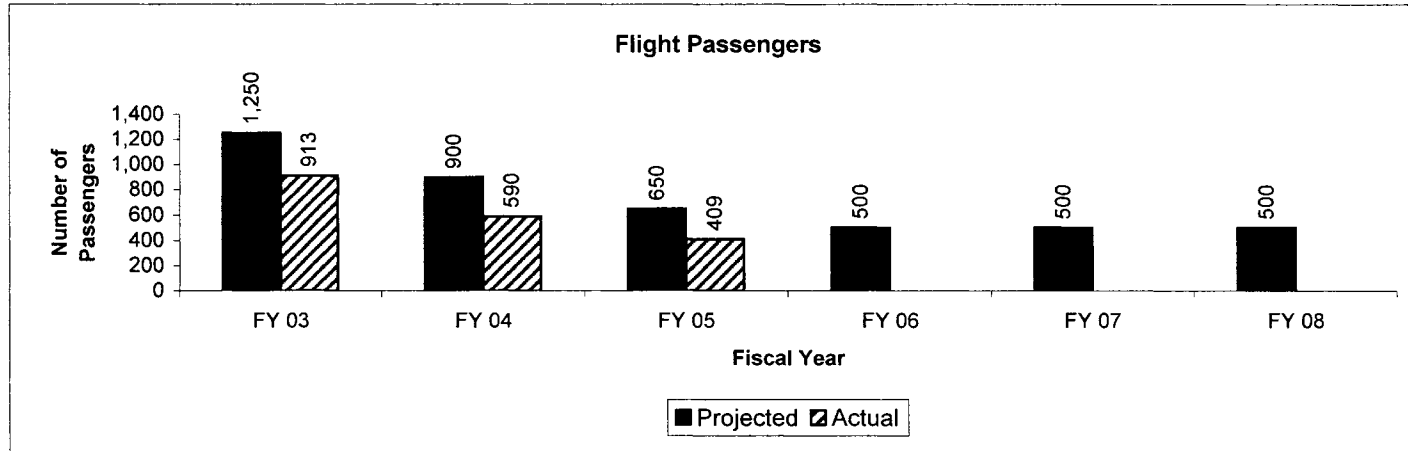
## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Flight Operations

**Program is found in the following core budget(s):** GS Operating Core and Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Vehicle Maintenance  
**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	321,464	451,500	772,964
<b>TOTAL</b>	<b>321,464</b>	<b>451,500</b>	<b>772,964</b>

**1. What does this program do?**

Vehicle Maintenance provides complete diagnostic, mechanical repair and body shop services for state vehicles principally stationed in the Jefferson City area.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

NA

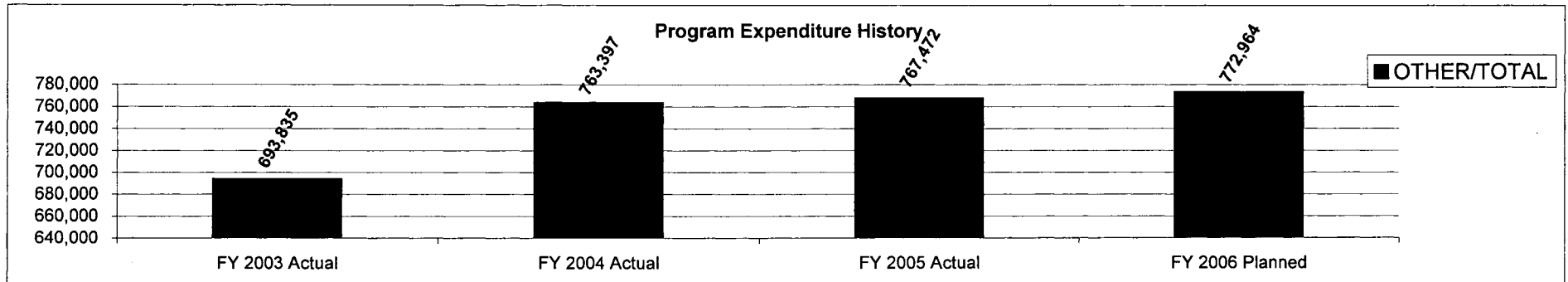
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**





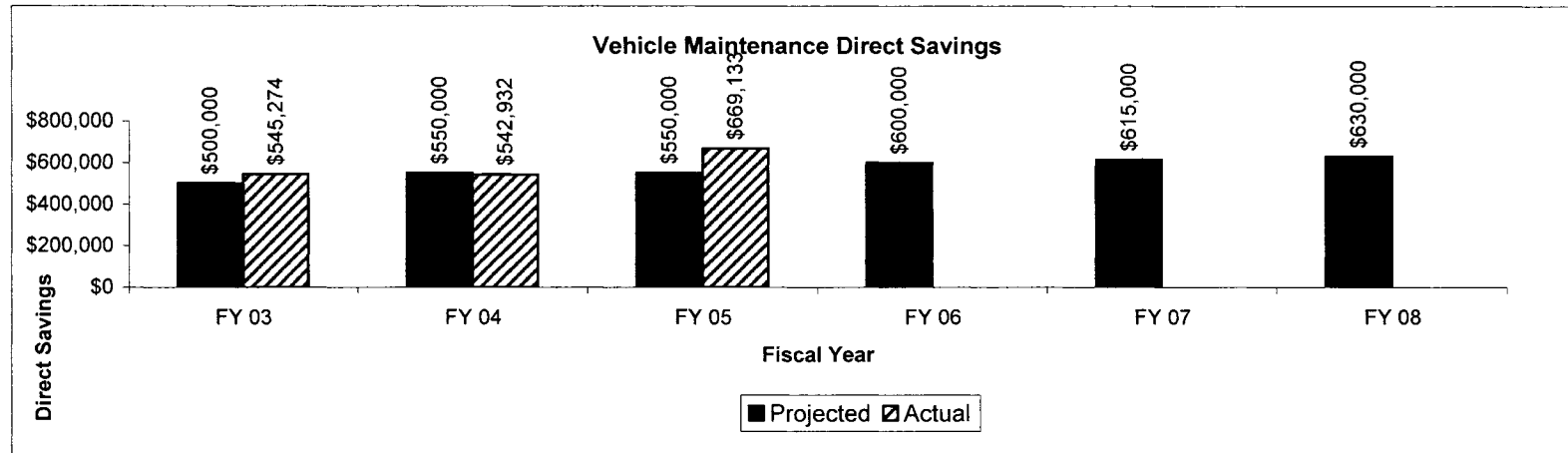
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Vehicle Maintenance  
**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

Revolving Administrative Trust Fund (0505)

**7a. Provide an effectiveness measure.**



	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Direct Savings %	--	41.6%	--	42.2%	43.0%	46.5%	43.0%	44.0%	45.0%

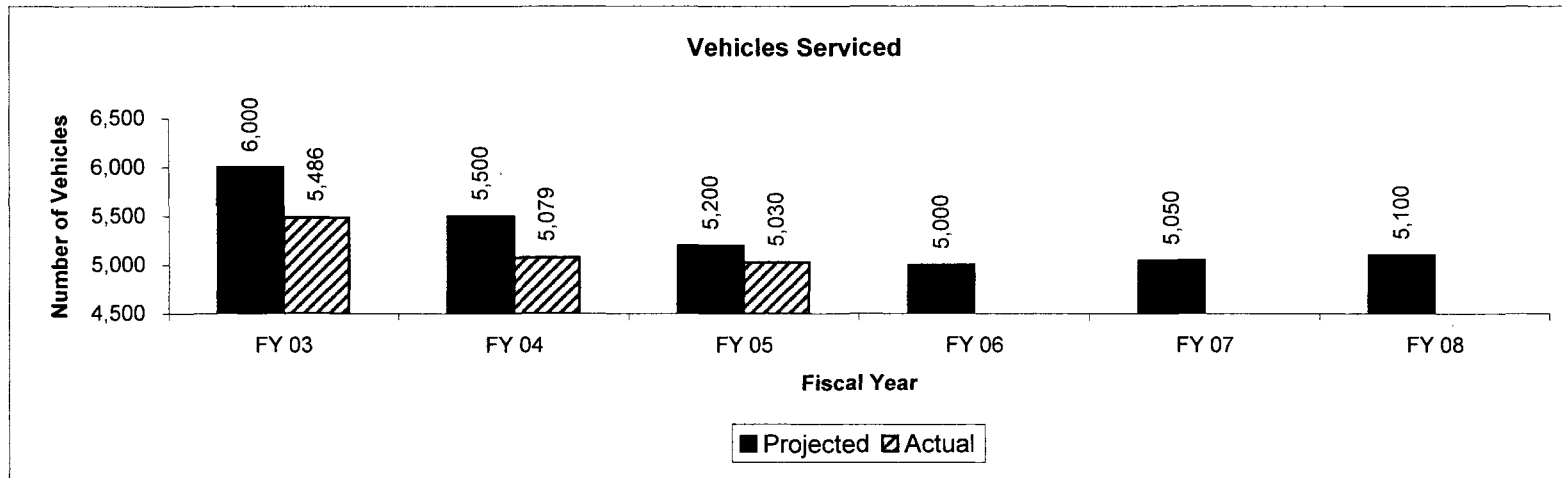
**7b. Provide an efficiency measure.**

	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Revenues per Employee	--	\$109,424	\$110,000	\$106,345	\$110,000	\$109,959	\$110,000	\$110,000	\$110,000

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Vehicle Maintenance
<b>Program is found in the following core budget(s):</b>	General Services Operating Core and Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Fleet Management  
**Program is found in the following core budget(s):** GS Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	39,472	300,000	339,472
<b>TOTAL</b>	<b>39,472</b>	<b>300,000</b>	<b>339,472</b>

**1. What does this program do?**

Fleet Management establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system, preapproves most agency vehicle purchases, reports annually the status of the state vehicle fleet to the Governor and General Assembly and serves as a resource for fleet management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.450 RSMo

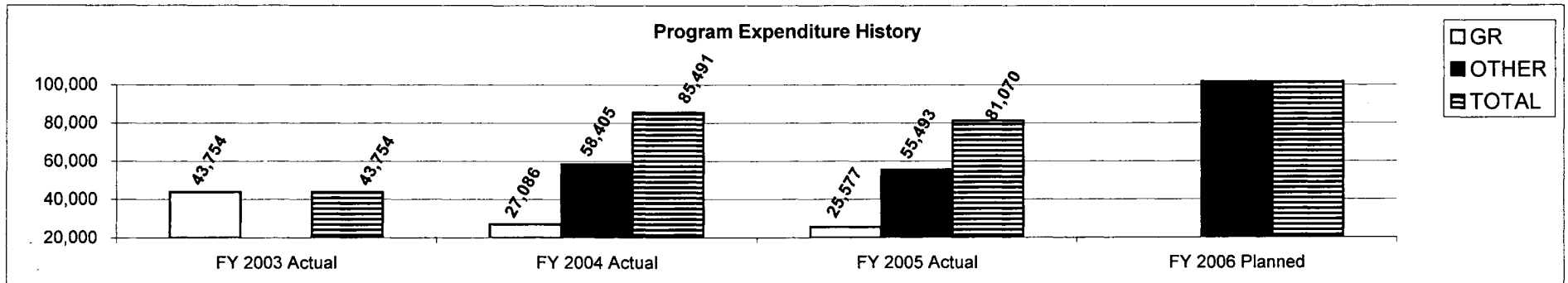
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration										
<b>Program Name</b>	Fleet Management										
<b>Program is found in the following core budget(s):</b> GS Operating Core, Rebillable Expenses Core											
<b>6. What are the sources of the "Other " funds?</b>											
OA Revolving Administrative Trust Fund											
<b>7a. Provide an effectiveness measure.</b>											
		<b>FY 03</b>		<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>	
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected		
Cost Per Mile - Sedans		\$0.219		\$0.210		\$0.220					
Average Annual Miles		11,182	13,000	11,448		11,750					
Average Vehicle Age in Years (Pass. Vehicles)		6.97		5.96		6.96					
Average Odometer Reading (Pass. Veh.)		81,304		80,516		91,964					
<b>7b. Provide an efficiency measure.</b>											
		<b>FY 03</b>		<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>	
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected		
Employees Per Licensed Vehicle		5.4	5.9	5.56		5.9					
<b>7c. Provide the number of clients/individuals served, if applicable.</b>											
		<b>FY 03</b>		<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>	
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected		
Licensed State Vehicles		10,974	10,500	10,811		10,800					
<b>7d. Provide a customer satisfaction measure, if available.</b>											

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration		
<b>Program Name</b>	Governor's Council on Physical Fitness and Health		
<b>Program is found in the following core budget(s):</b>	GS Operating Core, Health Council Programs Core		

	GS Operating Core	Health Council Programs Core	TOTAL
GR	76,372		76,372
FEDERAL			0
OTHER		350,000	350,000
<b>TOTAL</b>	<b>76,372</b>	<b>350,000</b>	<b>426,372</b>

1. **What does this program do?**  

The council's purpose is to promote physical fitness and health by implementing programs, fostering communication and cooperation and developing statewide support for healthy living.

The council sponsors and supports the Show Me State Games and Senior State Games. The council operates the Show Me Body Walk Program which is a traveling interactive, educational experience for children demonstrating how they can improve the quality and length of their life through healthy lifestyles. The council also coordinates the Governor's Fitness Challenge (Shape Up Missouri Program) which is an eight-week program designed to encourage individuals and families to increase their level of physical activity, and lead to a longer-term commitment to exercise and practice good health habits.
2. **What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**  

The Governor's Council on Physical Fitness and Health was established initially by Executive Order 86-6 in 1986, and again under Executive Order 02-12.
3. **Are there federal matching requirements? If yes, please explain.**  

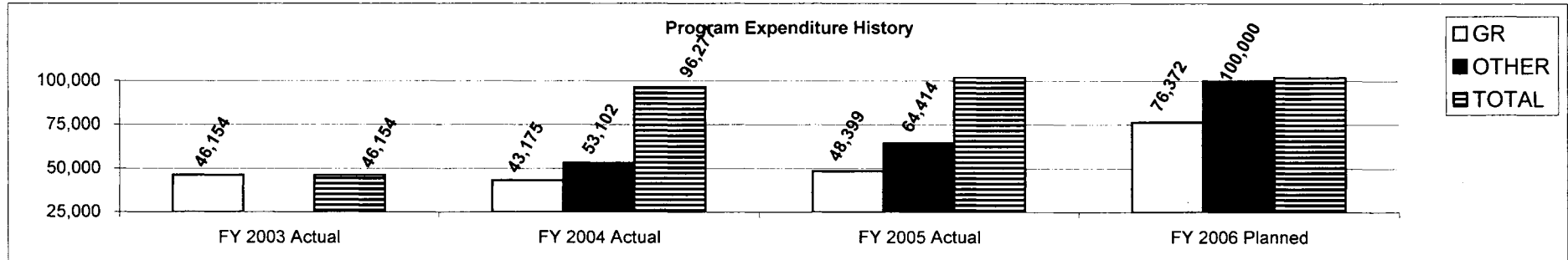
No
4. **Is this a federally mandated program? If yes, please explain.**  

No

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Governor's Council on Physical Fitness and Health  
**Program is found in the following core budget(s):** GS Operating Core, Health Council Programs Core

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



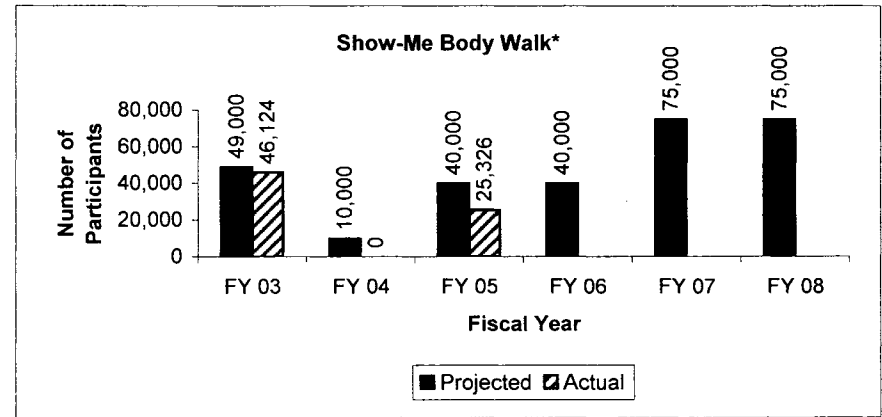
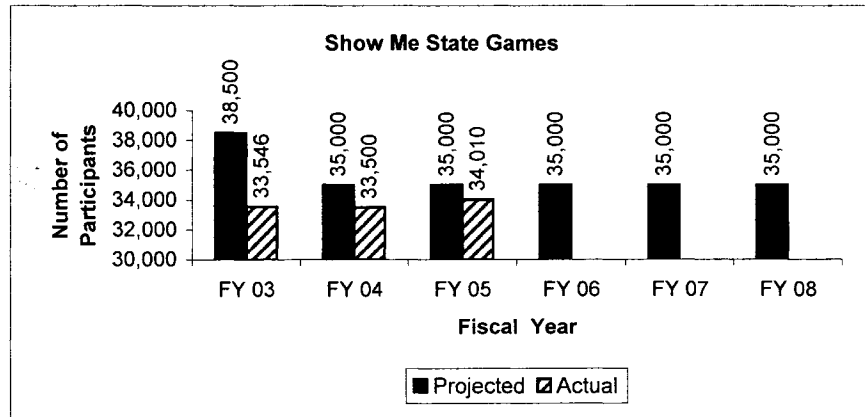
**6. What are the sources of the "Other " funds?**

Governor's Council on Physical Fitness and Health Institution Gift Trust Fund (0924).

**7a. Provide an effectiveness measure.**

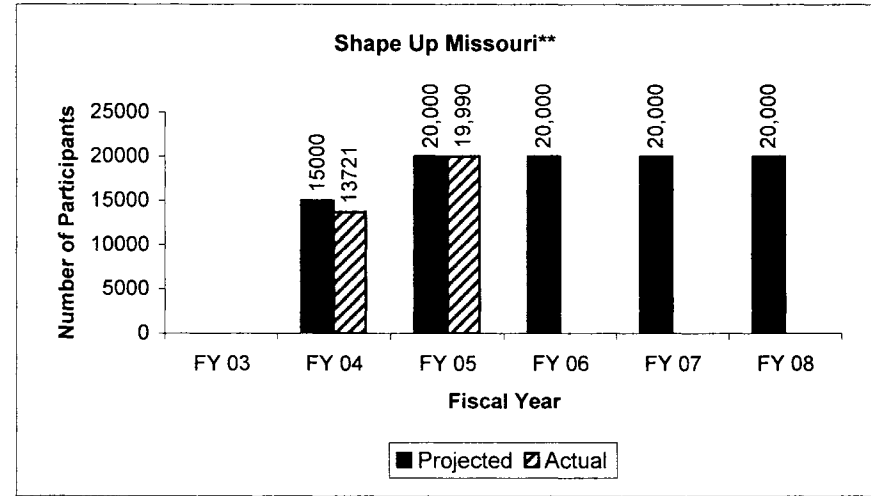
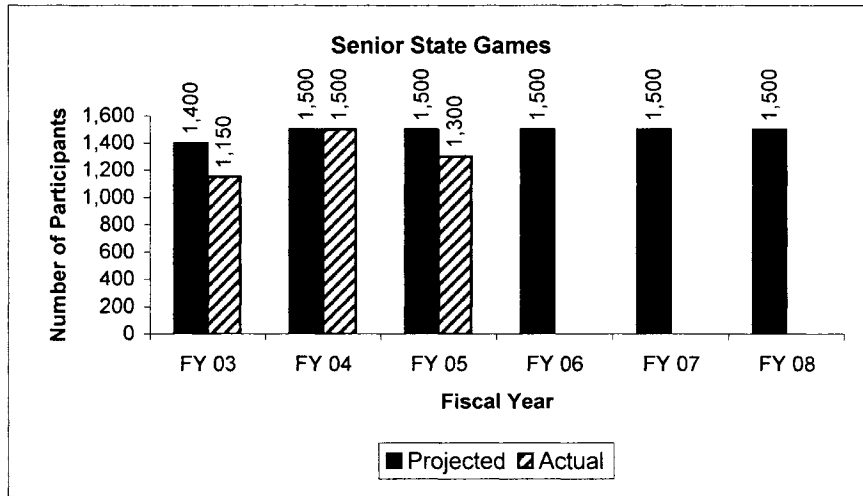
**7b. Provide an efficiency measure.**

**7c. Provide the number of clients/individuals served, if applicable.**



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Governor's Council on Physical Fitness and Health
<b>Program is found in the following core budget(s):</b> GS Operating Core, Health Council Programs Core	



\* The Show Me Body Walk exhibit was taken out of service during FY 04 for refurbishment.

\*\*The Shape Up Missouri program was not started until FY 04.

**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Mail Services  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR	163,272		163,272
FEDERAL			0
OTHER		168,000	168,000
<b>TOTAL</b>	<b>163,272</b>	<b>168,000</b>	<b>331,272</b>

**1. What does this program do?**

Mail Services provides comprehensive mailing services to the Office of Administration and conducts interagency delivery of mail within the Jefferson City area. This unit also provides Forms Management support for the Office of Administration and to state agencies.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.120 RSMo and 37.300 et. seq.

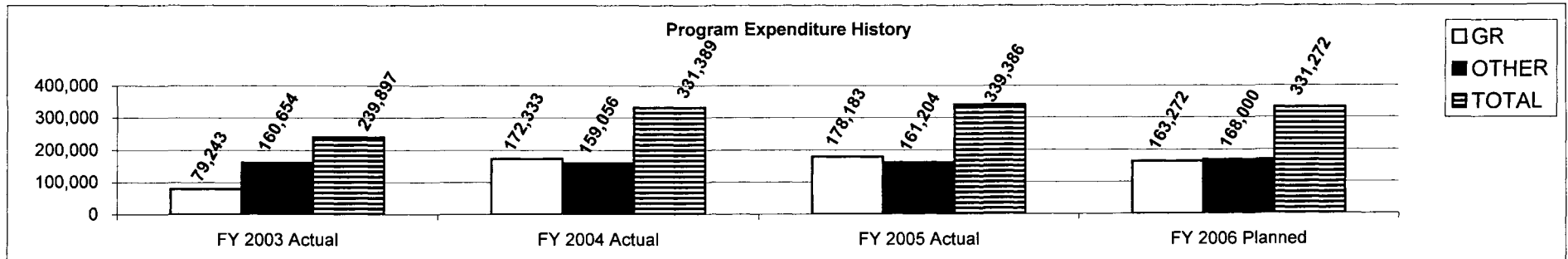
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**





## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Mail Services  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

Revolving Administrative Trust Fund (0505)

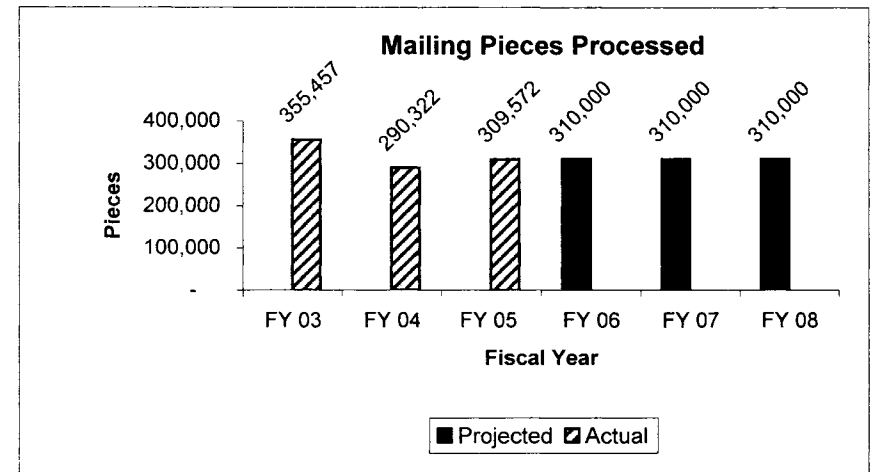
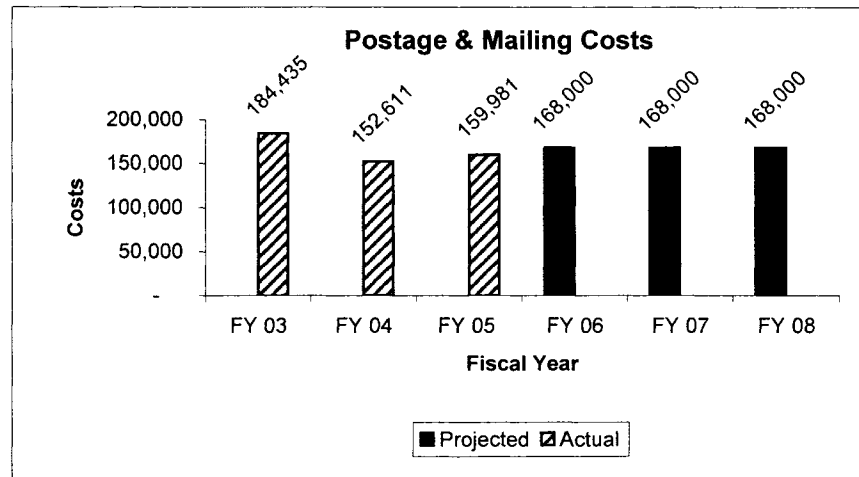
**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Administration

**Program is found in the following core budget(s):** GS Operating Core

	GS Operating Core	TOTAL
GR	182,088	182,088
FEDERAL		0
OTHER		0
<b>TOTAL</b>	182,088	182,088

### 1. What does this program do?

Provides administrative support to the various sections within the Division of General Services including:

- State Printing Center
- Risk Management
- Vehicle Maintenance
- Fleet Management
- Missouri Public Entity Risk Management Program (MoPERM)
- Governor's Council on Physical Fitness and Health
- Mail Services

The Administration section also coordinates the Missouri State Employees Charitable Campaign and operates a pool of state vehicles available for use by Office of Administration employees and other agencies.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

N/A

### 3. Are there federal matching requirements? If yes, please explain.

No.

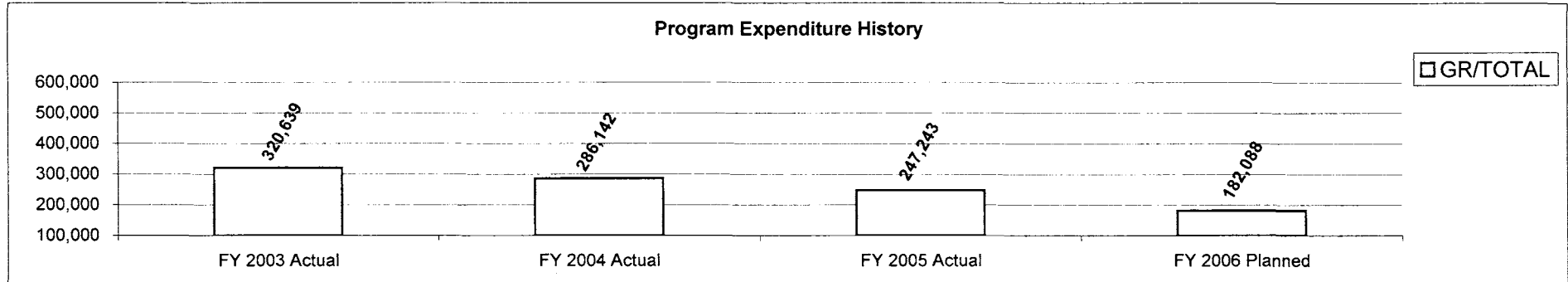
### 4. Is this a federally mandated program? If yes, please explain.

No.

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Administration  
**Program is found in the following core budget(s):** GS Operating Core

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<hr/>									
STATE PROPERTY PRSRVTN TRF									
CORE									
FUND TRANSFERS									
GENERAL REVENUE		0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF		0	0.00	1	0.00	1	0.00	1	0.00
TOTAL		0	0.00	1	0.00	1	0.00	1	0.00
<hr/>									
GRAND TOTAL		\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
<hr/>									

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31043
<b>Division</b>	Division of General Services		
<b>Core</b>	Property Preservation Fund Transfer		

## 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	1	0	0	1 E	TRF	1	0	0	1 E
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1 E</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1 E</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

Other Funds:

## 2. CORE DESCRIPTION

Core request for the purpose of funding the Property Preservation Fund. Transfers from General Revenue are made on an as needed, if needed basis.

## 3. PROGRAM LISTING (list programs included in this core funding)

N/A

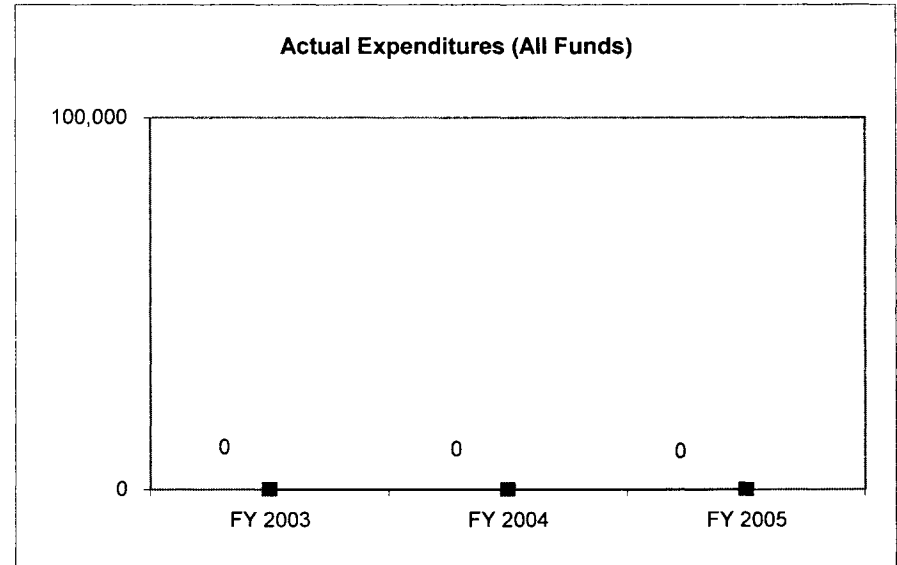
# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31043
<b>Division</b>	Division of General Services		
<b>Core</b>	Property Preservation Fund Transfer		

## 4. FINANCIAL HISTORY

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Current Yr.
Appropriation (All Funds)	0	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	1	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

(1) Property Preservation Fund was created in FY 2004

An "E" is requested for \$1 General Revenue.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**STATE PROPERTY PRSRVTN TRF**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	TRF	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	TRF	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	TRF	0.00	1	0	0	1	
	<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE PROPERTY PRSRVTN TRF								
CORE								
FUND TRANSFERS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE PROPERTY PRSRVTN PMTS								
CORE								
PROGRAM-SPECIFIC								
STATE PROPERTY PRESERVATION	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31044
<b>Division</b>	Division of General Services		
<b>Core</b>	Property Preservation Fund		

## 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	1	1 E	PSD	0	0	1	1 E
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1 E</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1 E</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Property Preservation Fund (0128)

Other Funds: Property Preservation Fund (0128)

## 2. CORE DESCRIPTION

Core appropriation to authorize payments from the Property Preservation Fund - a self-funded alternative to the purchase of property insurance for bonded state owned or leased facilities.

The State of Missouri is required under bond covenants to purchase property insurance for bonded state buildings to protect the bondholders should the assets backing the bonds, the covered buildings, be damaged or destroyed. Prior to the passage of legislation creating the Property Preservation Fund, over 92.5% of the value of all state property was uninsured. The remaining 7.5% was covered by property insurance. Property insurance had been escalating in costs over the previous few years. The Property Preservation Fund was created to provide coverage to named property for purposes of repairing or replacing state-owned or leased property damaged from natural or man-made events. Only if a loss to a covered building occurs would a payment be made. The Fund is estimated to save the state approximately \$1 million annually in insurance costs.

This appropriation will be used to repair or replace certain state-owned or leased property damaged from natural or man-made events. Due to the uncertainty of losses, actual expenditures from the fund may fluctuate significantly from year to year. In any given year there is the risk that a bonded building may be damaged and the state would be liable for the cost to repair or replace the damaged building. Over the past 18 years, there have been only two claims totaling \$281,000 for losses to covered bonded buildings. This translates to less than \$16,000 per year in average claims cost. This appropriation is requested on an estimated basis.

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31044
<b>Division</b>	Division of General Services		
<b>Core</b>	Property Preservation Fund		

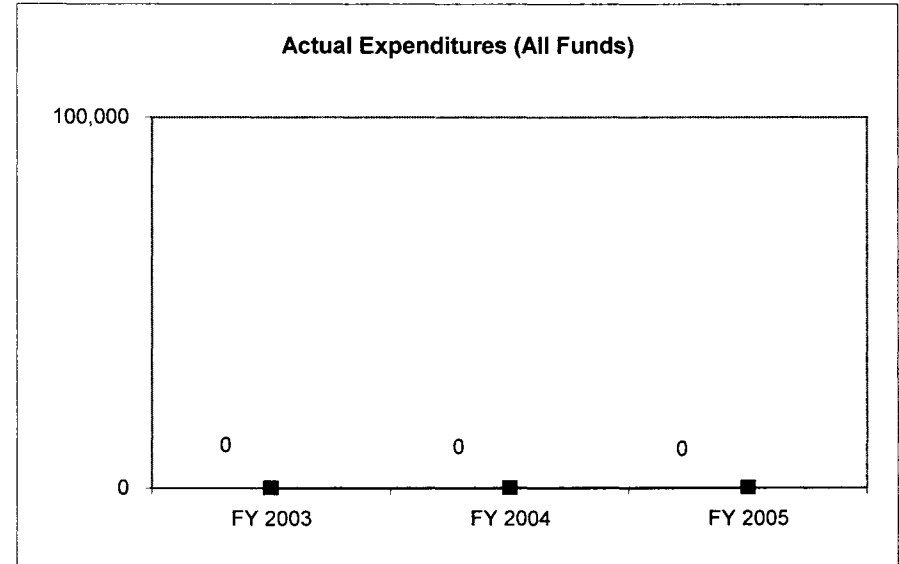
**3. PROGRAM LISTING (list programs included in this core funding)**

Risk Management

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	0	1	1	1
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	1	1	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

(1) Property Preservation Fund was created in FY 2004

An "E" is requested for \$1 from the Property Preservation Fund.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**  
**STATE PROPERTY PRSRVTN PMTS**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	PD	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	0	0	1	1	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE PROPERTY PRSRVTN PMTS								
CORE								
PROGRAM DISTRIBUTIONS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$1	0.00	\$1	0.00	\$1	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Division of General Services - Risk Management

**Program is found in the following core budget(s):** General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

	GS Operating Core	Workers' Comp Core	Workers' Comp Tax Core	Legal Expense Fund Core	Property Preserv. Fund Core	TOTAL
GR	586,900	19,703,554	1,915,000	4,000,000		26,205,454
FEDERAL						0
OTHER		500,000	60,000	757,435	1	1,317,436
TOTAL	586,900	20,203,554	1,975,000	4,757,435	1	27,522,890

**1. What does this program do?**

Risk Management administers the state's self-insured workers' compensation program for state employees, settles claims against the Legal Expense Fund, procures insurance to protect the state's assets and serves as a resource to state agencies on safety and risk management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 287; Section 105.800; Section 105.711 et. seq.; Section 37.410 et. seq. and Section 537.600 RSMo

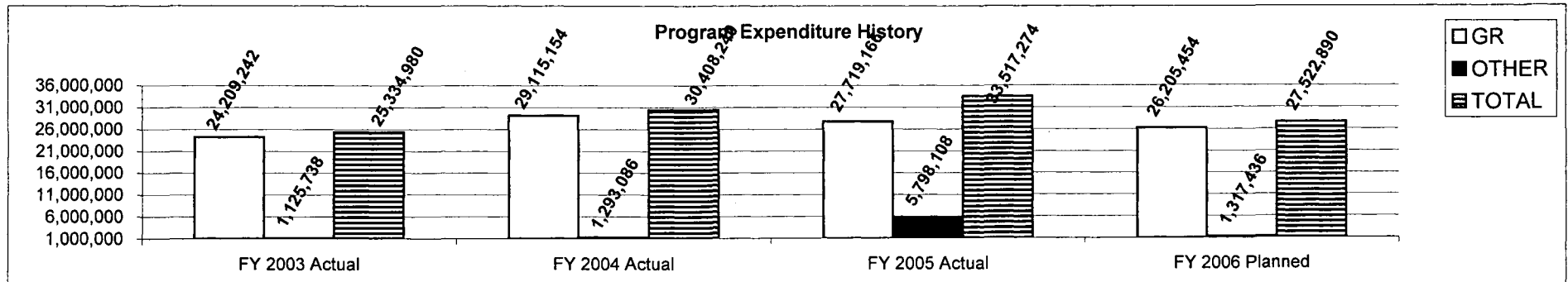
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



# PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Division of General Services - Risk Management

**Program is found in the following core budget(s):** General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

## 6. What are the sources of the "Other " funds?

Conservation Commission Fund (0609), Legal Expense Fund (0692), Revolving Administrative Trust Fund (0505), Property Preservation Fund (0128). All other state funds that have workers compensation expenditures reimburse GR through a transfer appropriation for expenditures and tax obligations. Similarly, certain other funds pay into the Legal Expense Fund through a transfer appropriation for their cost of claims.

## 7a. Provide an effectiveness measure.

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp PPO Savings	\$4.3 M	\$4.0 M	\$4.6 M	\$4.0 M	\$4.0 M	\$4.7 M	\$4.7 M	\$4.7 M	\$4.7 M
% Medical Cost Savings by utilizing PPO network	30%	29%	30%	25%	25%	30%	30%	30%	30%

## 7b. Provide an efficiency measure.

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Lost workday incidence rate of work related injuries/illnesses	1.72	1.4	1.4	1.23	1.3	1.05	1.25	1.25	1.25
Work Comp Benefit Cost Per Employee	\$268.74	\$250.90	\$289.00	\$316.53	\$325.81	\$308.77	\$300.00	\$300.00	\$300.00
Legal Expense Fund Cost Per Employee	\$55.70	\$90.89	\$80.00	\$36.57	\$43.40	\$44.77	\$35.00	\$35.00	\$35.00
Lost Time Claims per Adjuster	--	353	--	371	371	327	330	330	330

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration
<b>Program Name</b>	Division of General Services - Risk Management
<b>Program is found in the following core budget(s):</b> General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core	

**7c. Provide the number of clients/individuals served, if applicable.**

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp Claims Processed	5,700	5,889	5,900	7,118	6,100	5,459	5,250	5,000	5,000
Work Comp Transactions	45,100	40,415	42,500	46,214	41,000	40,536	41,000	40,000	40,000
Legal Expense Fund Claims Processed	450	343	400	274	300	303	300	300	300

**7d. Provide a customer satisfaction measure, if available.**

N/A



# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>REBILLABLE EXPENSES</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
OA REVOLVING ADMINISTRATIVE TR		4,327,324	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
TOTAL - EE		4,327,324	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
TOTAL		4,327,324	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
GRAND TOTAL		\$4,327,324	0.00	\$5,000,000	0.00	\$5,000,000	0.00	\$5,000,000	0.00

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31119
<b>Division</b>	General Services		
<b>Core</b>	Rebillable Expenses		

## 1. CORE FINANCIAL SUMMARY

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	5,000,000	5,000,000 E	EE	0	0	5,000,000	5,000,000 E
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

Notes: An "E" is requested for Other funds.

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

Notes: An "E" is requested for Other funds.

## 2. CORE DESCRIPTION

Appropriation authority to purchase required raw materials used in the production of final goods and services to state agencies. State Printing, Vehicle Maintenance, Flight Operations, Fleet Management and Mail Services primarily use this revolving fund appropriation to purchase inventory (e.g., paper, parts, fuel and postage) and obtain outside services to provide products/services to state agencies. This appropriation may be used to purchase goods or services that are rebilled to state agencies.

The amount of paper, vehicle parts, postage, fuel, services or supplies acquired is directly dependent on the level of demand by agencies. Funds appropriated for rebillable expenses may be used for the purchase of raw materials or goods placed in inventory for later conversion or sale and for services obtained that are necessary to produce the final goods or services. Equipment, maintenance and rebillable coded expenditures required to produce the final goods or services are paid from this appropriation.

This appropriation will also be used to replace property damaged beyond repair through the fault of a third party to the extent recovery is made from the third party or their insurer. This allows state agencies to replace state owned property that is destroyed through the fault of a third party. Under Section 37.452 RSMo, agencies are authorized to use credits from the sale of surplus vehicles toward the purchase of new vehicles through this revolving fund appropriation.

# CORE DECISION ITEM

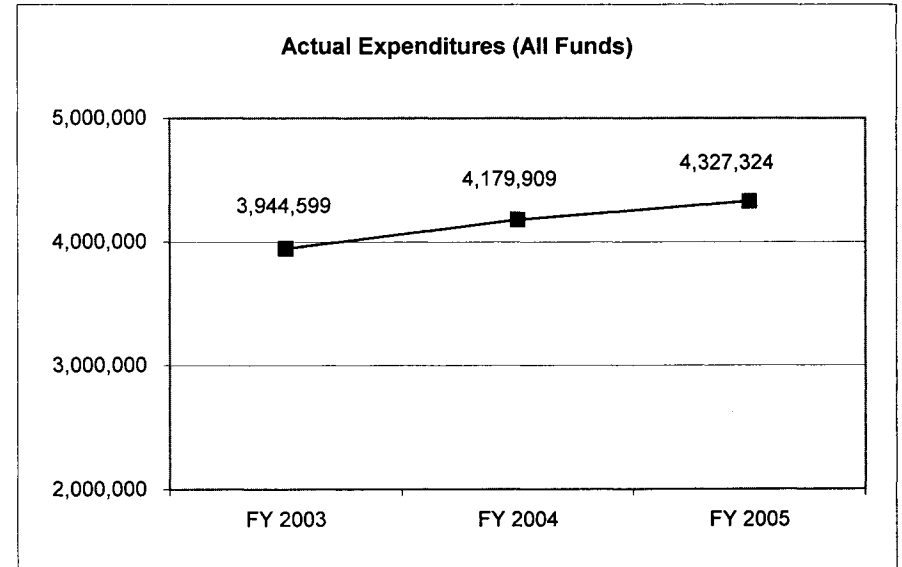
<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31119
<b>Division</b>	General Services		
<b>Core</b>	Rebillable Expenses		

## 3. PROGRAM LISTING (list programs included in this core funding)

State Printing	Flight Operations
Vehicle Maintenance	Fleet Management
Mail Services	

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	5,000,000	5,000,000	5,000,000	5,000,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	5,000,000	5,000,000	5,000,000	N/A	
Actual Expenditures (All Funds)	3,944,599	4,179,909	4,327,324	N/A	
Unexpended (All Funds)	1,055,401	820,091	672,676	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	1,055,401	820,091	672,676	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** An "E" is requested for Other Funds.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION**

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**REBILLABLE EXPENSES**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>REBILLABLE EXPENSES</b>								
<b>CORE</b>								
M&R SERVICES	2,130	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	58,423	0.00	225,000	0.00	225,000	0.00	225,000	0.00
REBILLABLE EXPENSES	4,266,771	0.00	4,775,000	0.00	4,775,000	0.00	4,775,000	0.00
TOTAL - EE	4,327,324	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
<b>GRAND TOTAL</b>	<b>\$4,327,324</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$4,327,324	0.00	\$5,000,000	0.00	\$5,000,000	0.00	\$5,000,000	0.00

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Printing Center  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	1,930,166	3,452,295	5,382,461
<b>TOTAL</b>	<b>1,930,166</b>	<b>3,452,295</b>	<b>5,382,461</b>

**1. What does this program do?**

State Printing provides comprehensive printing services to all state agencies, including printing consultation, art/graphics design, typesetting, offset and web printing, binding, quick copy color service and wide format copying.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 34.170 et. seq.

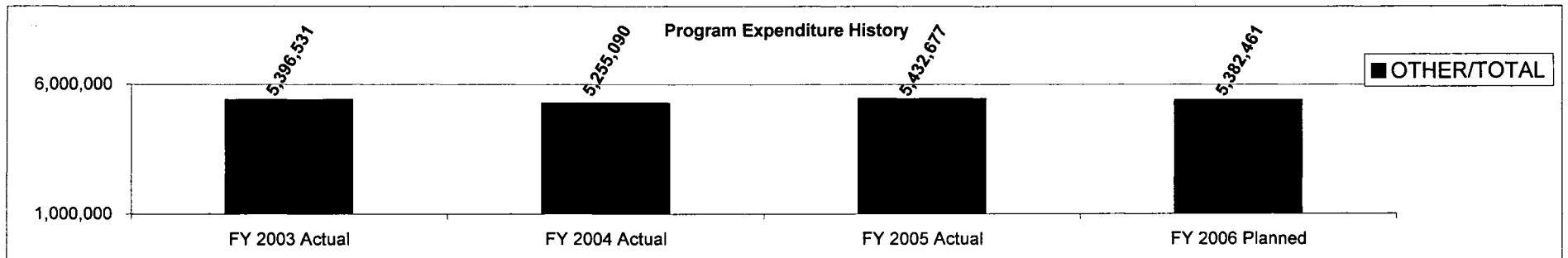
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



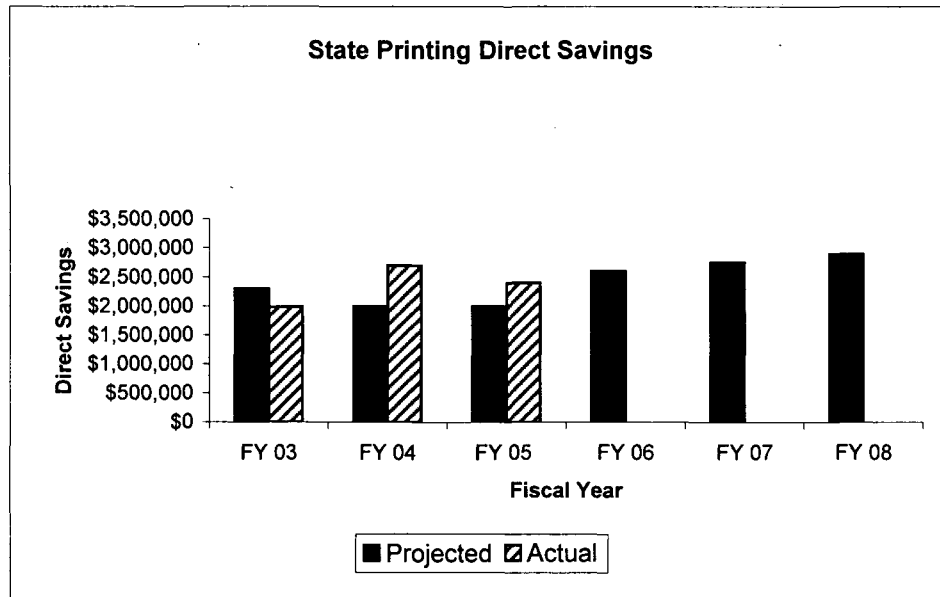
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Printing Center  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

### 6. What are the sources of the "Other " funds?

Revolving Administrative Trust Fund (0505)

### 7a. Provide an effectiveness measure.



Measure	FY 02		FY 03		FY 04		FY 05	FY 06	FY 07
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
% Savings Over Commercial Market	--	25.19%	--	30.65%		28.60%	30.00%	30.00%	30.00%

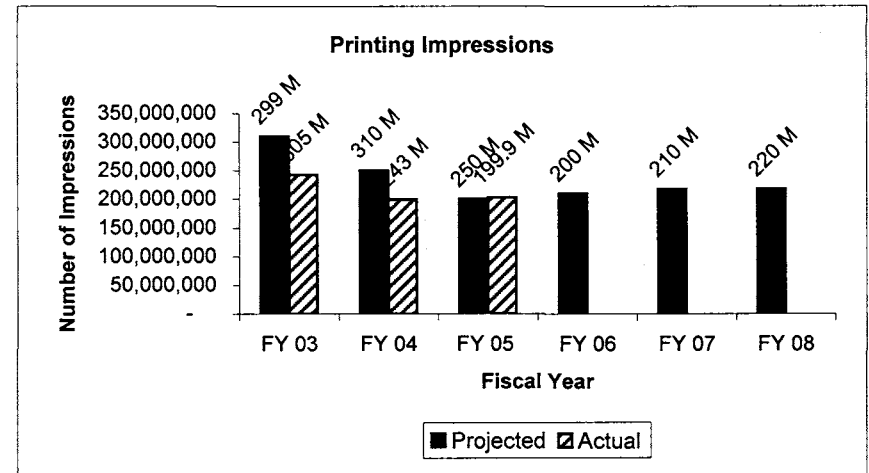
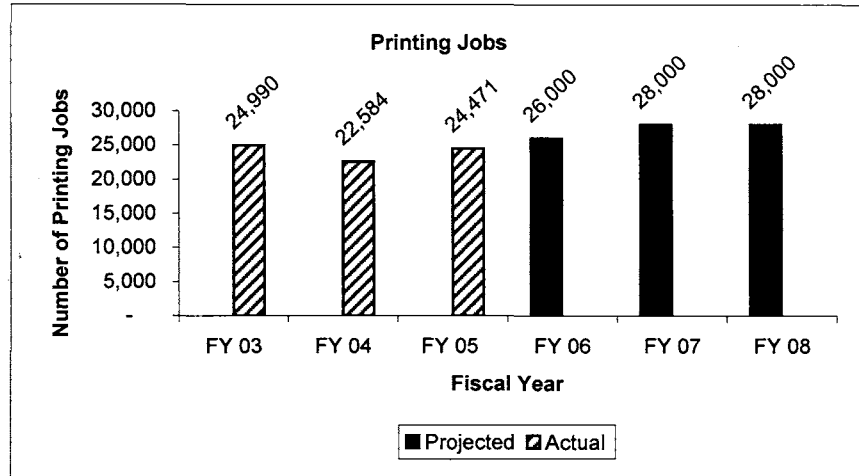
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** State Printing Center  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

**7b. Provide an efficiency measure.**

Measure	FY 02		FY 03		FY 04		FY 05	FY 06	FY 07
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Cost Per Impression	\$0.0272	\$0.0218	\$0.0218	\$0.0243	\$0.0243	\$0.0220	\$0.0220	\$0.0220	\$0.0220

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Jobs on Time %	--	87%	90%	88%	89%	87%	89%	90%	90%
Rework %	--	0.19%	0.15%	0.27%	0.30%	0.15%	0.25%	0.25%	0.25%



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Vehicle Maintenance  
**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	321,464	451,500	772,964
<b>TOTAL</b>	<b>321,464</b>	<b>451,500</b>	<b>772,964</b>

**1. What does this program do?**

Vehicle Maintenance provides complete diagnostic, mechanical repair and body shop services for state vehicles principally stationed in the Jefferson City area.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

NA

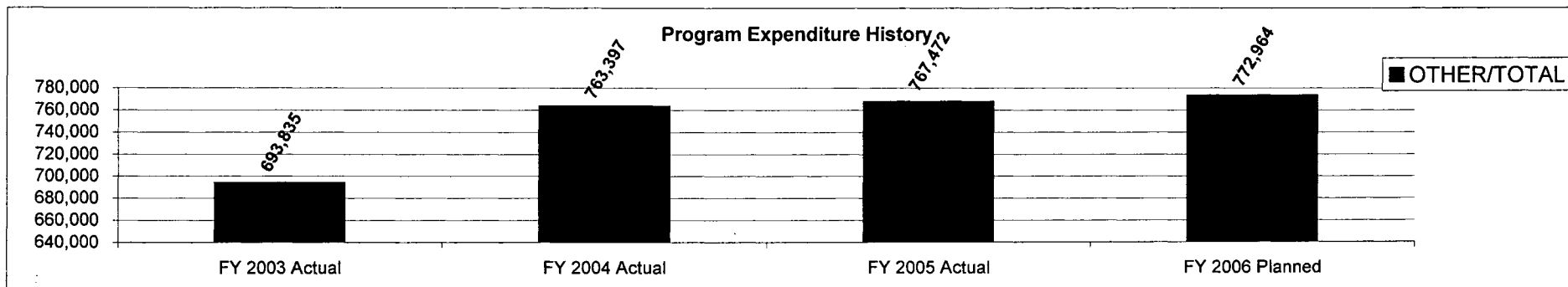
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



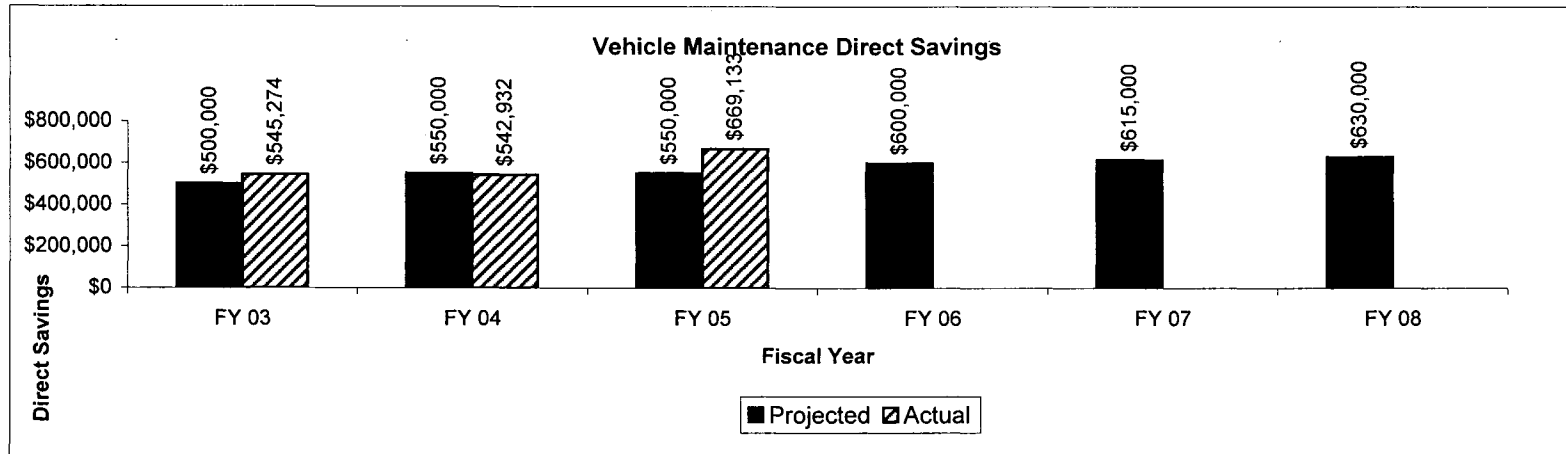
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Vehicle Maintenance  
**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

### 6. What are the sources of the "Other " funds?

Revolving Administrative Trust Fund (0505)

### 7a. Provide an effectiveness measure.



	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Direct Savings %	--	41.6%	--	42.2%	43.0%	46.5%	43.0%	44.0%	45.0%

### 7b. Provide an efficiency measure.

	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Revenues per Employee	--	\$109,424	\$110,000	\$106,345	\$110,000	\$109,959	\$110,000	\$110,000	\$110,000

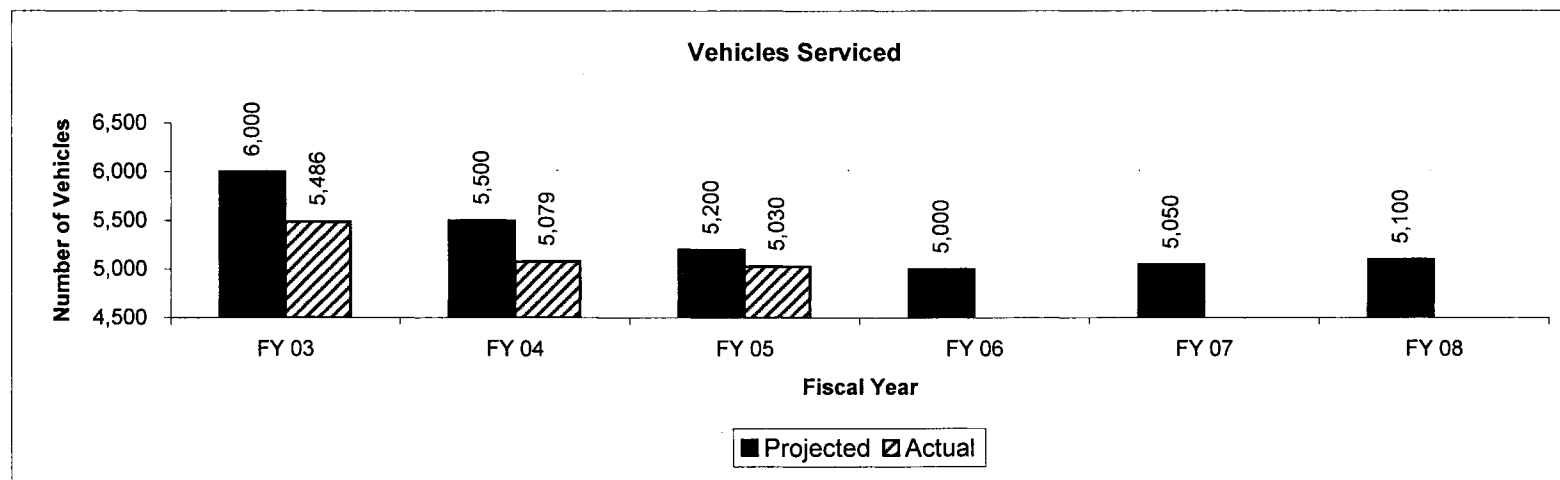
## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Vehicle Maintenance

**Program is found in the following core budget(s):** General Services Operating Core and Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Mail Services  
**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR	163,272		163,272
FEDERAL			0
OTHER		168,000	168,000
<b>TOTAL</b>	<b>163,272</b>	<b>168,000</b>	<b>331,272</b>

**1. What does this program do?**

Mail Services provides comprehensive mailing services to the Office of Administration and conducts interagency delivery of mail within the Jefferson City area. This unit also provides Forms Management support for the Office of Administration and to state agencies.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.120 RSMo and 37.300 et. seq.

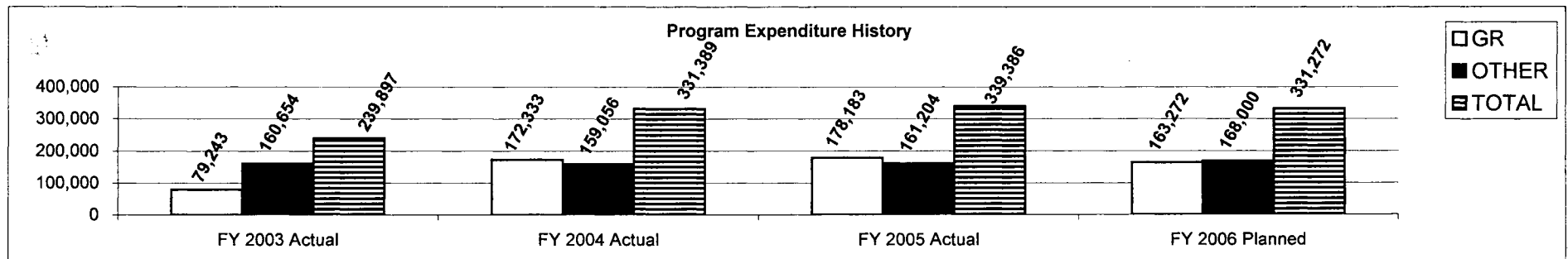
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Mail Services

**Program is found in the following core budget(s):** General Services Operating Core, Rebillable Expenses Core

**6. What are the sources of the "Other " funds?**

Revolving Administrative Trust Fund (0505)

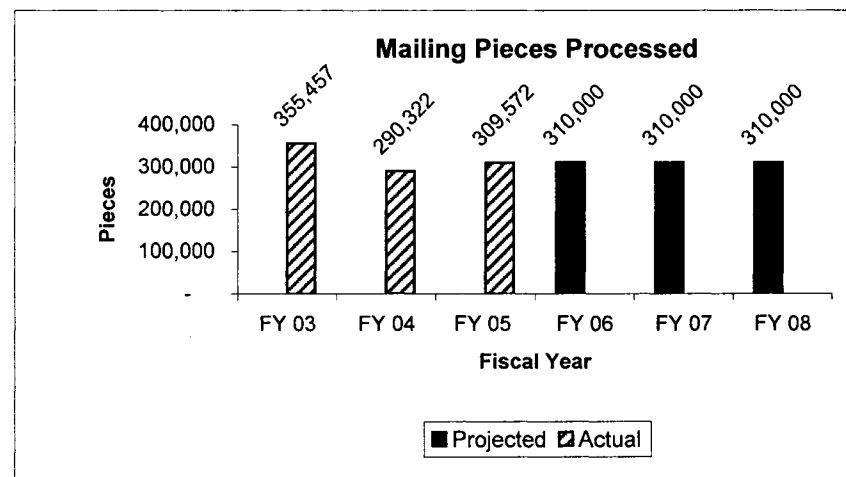
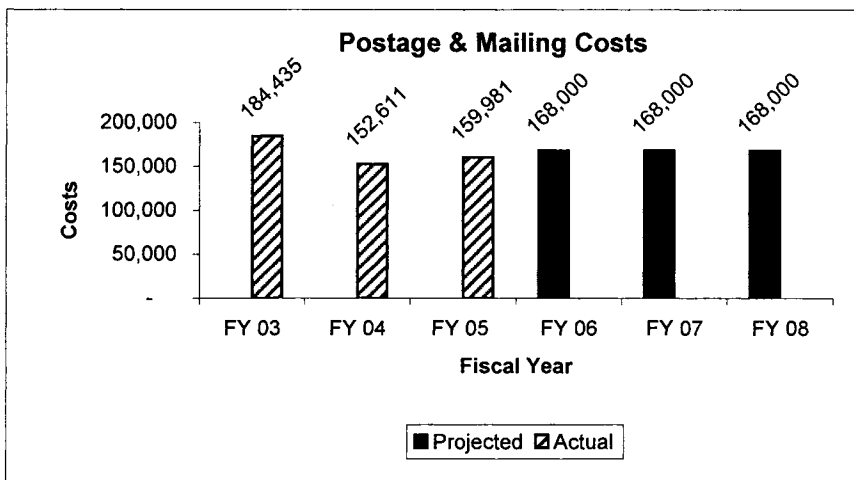
**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Flight Operations  
**Program is found in the following core budget(s):** GS Operating Core and Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	183,993	150,000	333,993
<b>TOTAL</b>	<b>183,993</b>	<b>150,000</b>	<b>333,993</b>

**1. What does this program do?**

Flight Operations provide safe, efficient and flexible air transport services to state government agencies and officials.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

NA

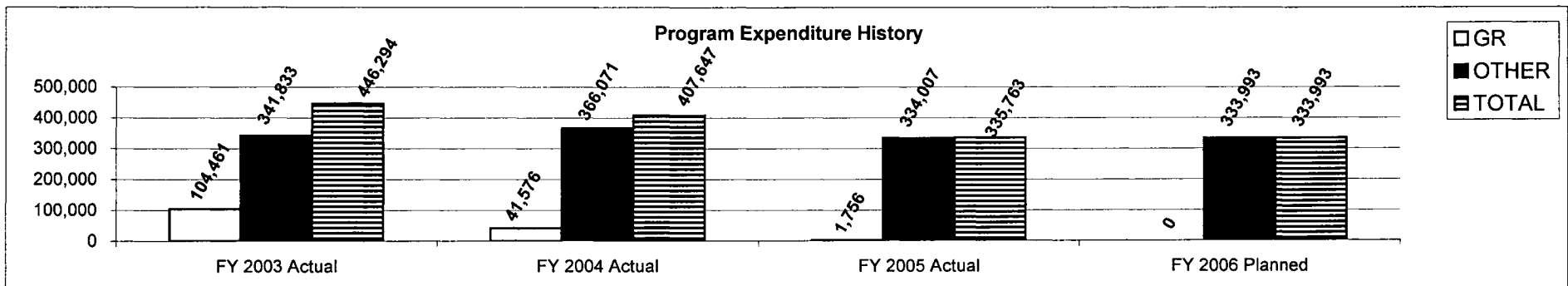
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



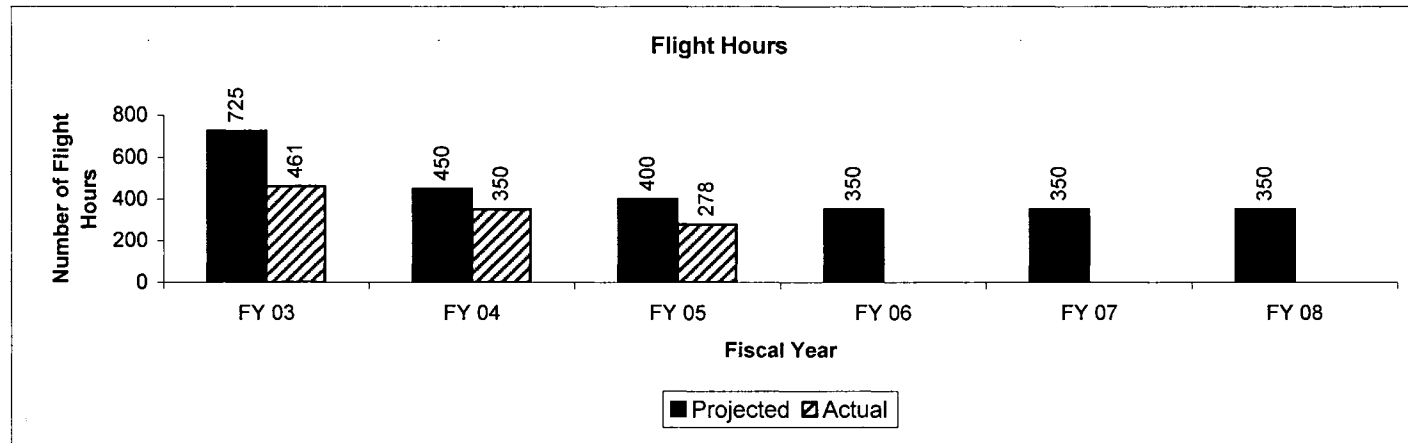
## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Flight Operations  
**Program is found in the following core budget(s):** GS Operating Core and Rebillable Expenses Core

### 6. What are the sources of the "Other " funds?

Revolving Administrative Trust Fund

### 7a. Provide an effectiveness measure.



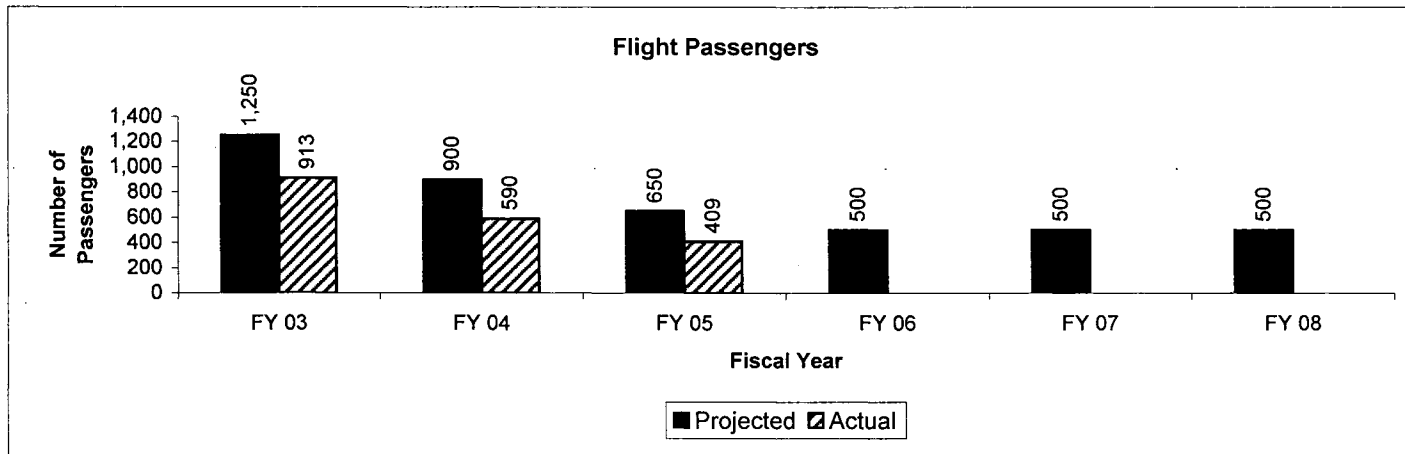
### 7b. Provide an efficiency measure.

Measure	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
	Actual	Actual	Actual	Projected	Projected	Projected
Total Savings	\$72,739	\$47,713	\$93,216	\$75,000	\$75,000	\$75,000

## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Flight Operations  
**Program is found in the following core budget(s):** GS Operating Core and Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Fleet Management  
**Program is found in the following core budget(s):** GS Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	39,472	300,000	339,472
TOTAL	39,472	300,000	339,472

**1. What does this program do?**

Fleet Management establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system, preapproves most agency vehicle purchases, reports annually the status of the state vehicle fleet to the Governor and General Assembly and serves as a resource for fleet management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 37.450 RSMo

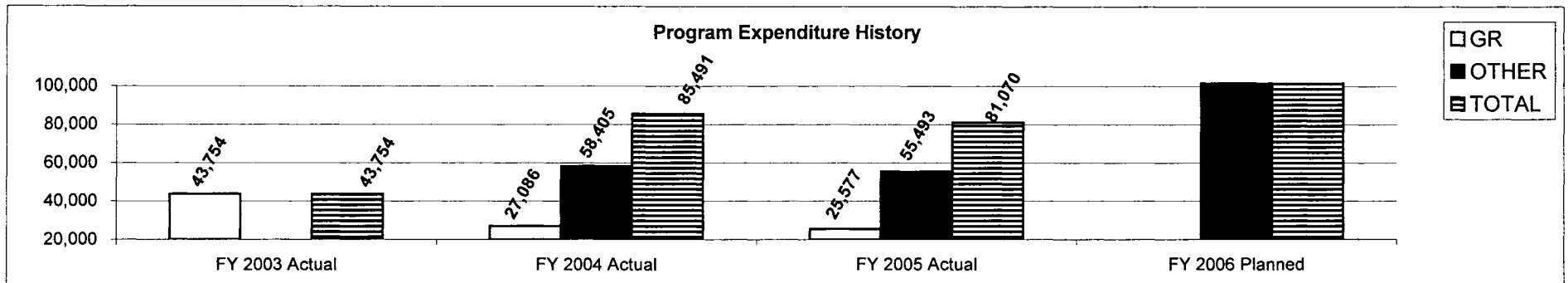
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration									
<b>Program Name</b>	Fleet Management									
<b>Program is found in the following core budget(s):</b> GS Operating Core, Rebillable Expenses Core										
<b>6. What are the sources of the "Other " funds?</b>										
OA Revolving Administrative Trust Fund										
<b>7a. Provide an effectiveness measure.</b>										
		<b>FY 03</b>		<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected	
Cost Per Mile - Sedans		\$0.219		\$0.210		\$0.220				
Average Annual Miles		11,182	13,000	11,448		11,750				
Average Vehicle Age in Years (Pass. Vehicles)		6.97		5.96		6.96				
Average Odometer Reading (Pass. Veh.)		81,304		80,516		91,964				
<b>7b. Provide an efficiency measure.</b>										
		<b>FY 03</b>		<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected	
Employees Per Licensed Vehicle		5.4	5.9	5.56		5.9				
<b>7c. Provide the number of clients/individuals served, if applicable.</b>										
		<b>FY 03</b>		<b>FY 04</b>		<b>FY 05</b>		<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>
<b>Measure</b>	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected	
Licensed State Vehicles		10,974	10,500	10,811		10,800				
<b>7d. Provide a customer satisfaction measure, if available.</b>										

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
<b>HEALTH COUNCIL PROGRAMS</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
GOV CNCL ON PHYS FITNESS TRUST	64,413	0.00	350,000	0.00	0	0.00	0	0.00	
TOTAL - EE	64,413	0.00	350,000	0.00	0	0.00	0	0.00	
<b>TOTAL</b>	<b>64,413</b>	<b>0.00</b>	<b>350,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$64,413</b>	<b>0.00</b>	<b>\$350,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31120
<b>Division</b>	Division of General Services		
<b>Core</b>	Health Council Programs		

## 1. CORE FINANCIAL SUMMARY

	FY 2007 Budget Request					FY 2007 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	0	0	0	0	<b>Total</b>	0	0	0	0
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:	Governor's Council on Physical Fitness & Health Institution Gift Trust Fund (0924)
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## 2. CORE DESCRIPTION

Appropriation authority to expend funds received from private, governmental, and other not-for-profit sources to support programs of the Governor's Council on Physical Fitness and Health.

This program is transferred to the Department of Health and Senior Services in FY 07.

## 3. PROGRAM LISTING (list programs included in this core funding)

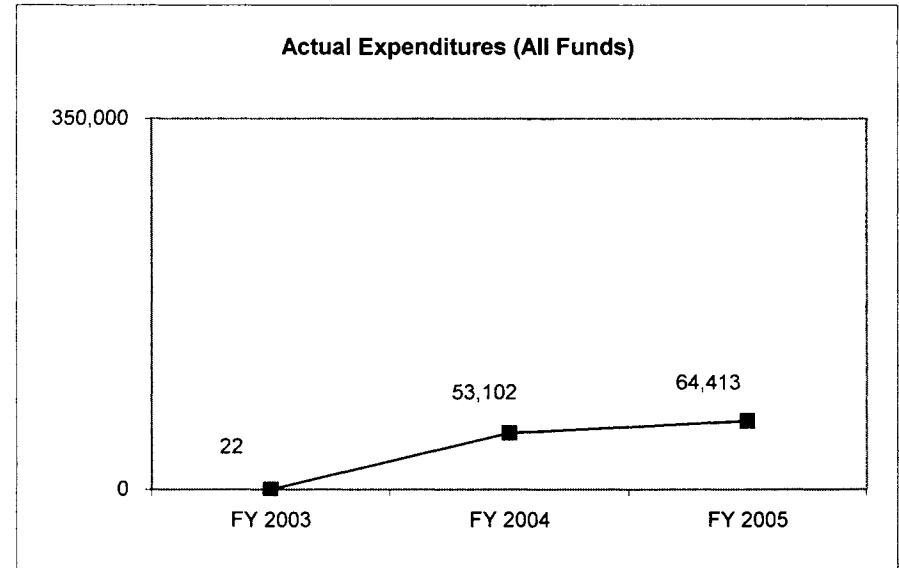
Governor's Council on Physical Fitness and Health

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31120
<b>Division</b>	Division of General Services		
<b>Core</b>	Health Council Programs		

## 4. FINANCIAL HISTORY

	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Current Yr.
Appropriation (All Funds)	350,000	350,000	350,000	350,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	350,000	350,000	350,000	N/A
Actual Expenditures (All Funds)	22	53,102	64,413	N/A
Unexpended (All Funds)	349,978	296,898	285,587	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	349,978	296,898	285,587	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

**CORE RECONCILIATION**

**OFFICE OF ADMINISTRATION**  
**HEALTH COUNCIL PROGRAMS**

**5. CORE RECONCILIATION**

	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	350,000	350,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>350,000</b>	<b>350,000</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Transfer Out	[#2053] EE	0.00	0	0	(350,000)	(350,000)	To the Department of Health and Senior Services
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(350,000)</b>	<b>(350,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	0	0	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>HEALTH COUNCIL PROGRAMS</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	217	0.00	1,000	0.00	0	0.00	0	0.00
TRAVEL, OUT-OF-STATE	167	0.00	0	0.00	0	0.00	0	0.00
SUPPLIES	1,823	0.00	4,000	0.00	0	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1,000	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	32,109	0.00	340,000	0.00	0	0.00	0	0.00
M&R SERVICES	0	0.00	1,000	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	15,000	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1,000	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,000	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	15,097	0.00	1,000	0.00	0	0.00	0	0.00
<b>TOTAL - EE</b>	<b>64,413</b>	<b>0.00</b>	<b>350,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$64,413</b>	<b>0.00</b>	<b>\$350,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$64,413</b>	<b>0.00</b>	<b>\$350,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

<b>Department</b>	Office of Administration		
<b>Program Name</b>	Governor's Council on Physical Fitness and Health		
<b>Program is found in the following core budget(s):</b> GS Operating Core, Health Council Programs Core			

	GS Operating Core	Health Council Programs Core	TOTAL
GR	76,372		76,372
FEDERAL			0
OTHER		350,000	350,000
<b>TOTAL</b>	<b>76,372</b>	<b>350,000</b>	<b>426,372</b>

1. **What does this program do?**  

The council's purpose is to promote physical fitness and health by implementing programs, fostering communication and cooperation and developing statewide support for healthy living.

The council sponsors and supports the Show Me State Games and Senior State Games. The council operates the Show Me Body Walk Program which is a traveling interactive, educational experience for children demonstrating how they can improve the quality and length of their life through healthy lifestyles. The council also coordinates the Governor's Fitness Challenge (Shape Up Missouri Program) which is an eight-week program designed to encourage individuals and families to increase their level of physical activity, and lead to a longer-term commitment to exercise and practice good health habits.
2. **What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**  

The Governor's Council on Physical Fitness and Health was established initially by Executive Order 86-6 in 1986, and again under Executive Order 02-12.
3. **Are there federal matching requirements? If yes, please explain.**  

No
4. **Is this a federally mandated program? If yes, please explain.**  

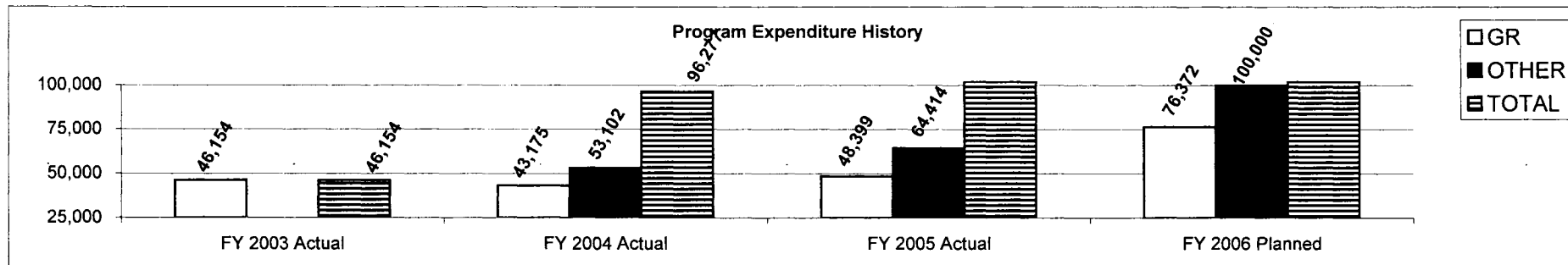
No



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Governor's Council on Physical Fitness and Health  
**Program is found in the following core budget(s):** GS Operating Core, Health Council Programs Core

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



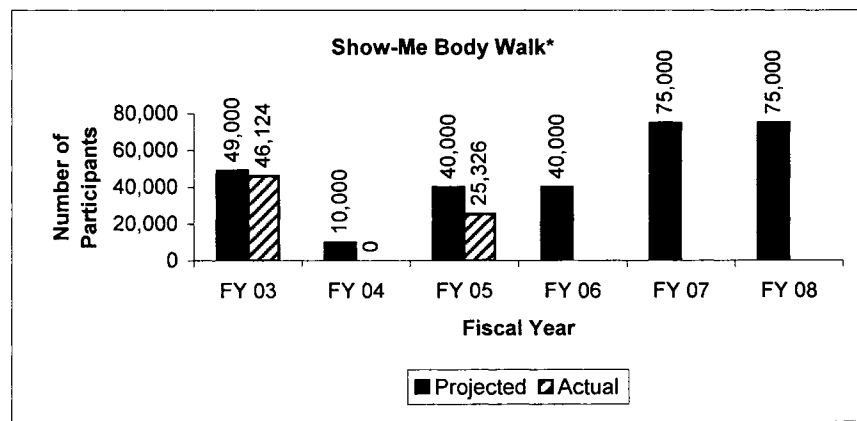
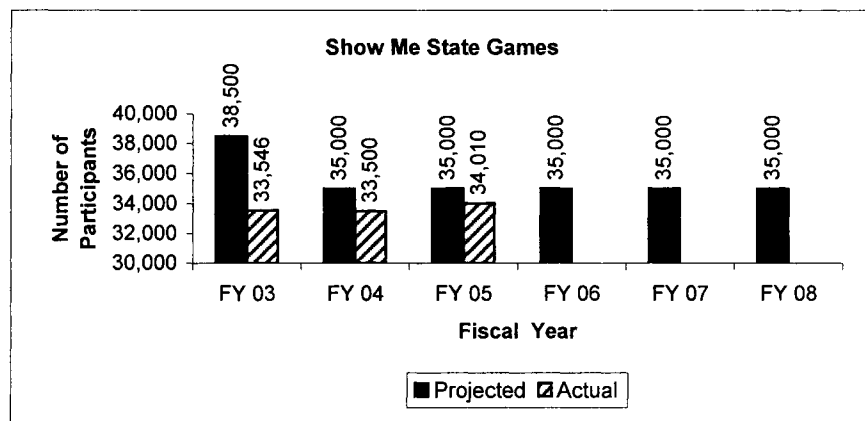
### 6. What are the sources of the "Other " funds?

Governor's Council on Physical Fitness and Health Institution Gift Trust Fund (0924).

#### 7a. Provide an effectiveness measure.

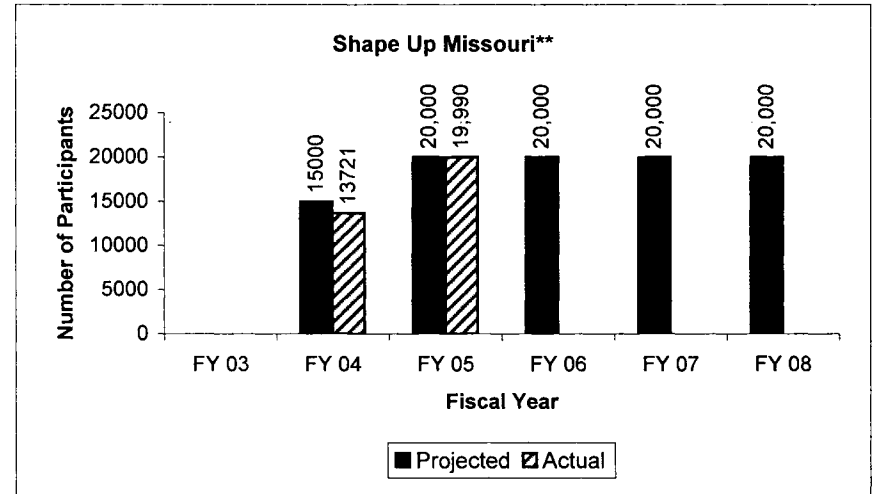
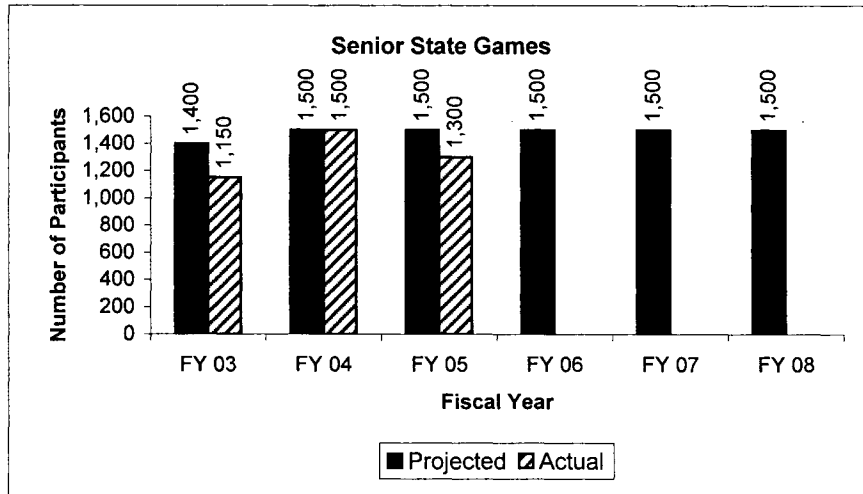
#### 7b. Provide an efficiency measure.

#### 7c. Provide the number of clients/individuals served, if applicable.



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Governor's Council on Physical Fitness and Health  
**Program is found in the following core budget(s):** GS Operating Core, Health Council Programs Core



\* The Show Me Body Walk exhibit was taken out of service during FY 04 for refurbishment.

\*\*The Shape Up Missouri program was not started until FY 04.

**7d. Provide a customer satisfaction measure, if available.**

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND-TRANSFER</b>								
<b>CORE</b>								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	0	0.00	4,000,000	0.00	4,000,000	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	25,000	0.00	25,000	0.00
CONSERVATION COMMISSION	0	0.00	0	0.00	130,000	0.00	130,000	0.00
PARKS SALES TAX	0	0.00	0	0.00	2,286	0.00	2,286	0.00
SOIL AND WATER SALES TAX	0	0.00	0	0.00	149	0.00	149	0.00
STATE HWYS AND TRANS DEPT	0	0.00	0	0.00	600,000	0.00	600,000	0.00
TOTAL - TRF	0	0.00	0	0.00	4,757,435	0.00	4,757,435	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,757,435</b>	<b>0.00</b>	<b>4,757,435</b>	<b>0.00</b>
<b>Legal Expense Fund Trf. Inc. - 1300008</b>								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - TRF	0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>Core</b>	Legal Expense Fund Transfer		

**1. CORE FINANCIAL SUMMARY**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0		0	EE	0	0	0	0
TRF	4,000,000	0	757,435	4,757,435 E	TRF	4,000,000	0	757,435	4,757,435 E
<b>Total</b>	<b>4,000,000</b>	<b>0</b>	<b>757,435</b>	<b>4,757,435 E</b>	<b>Total</b>	<b>4,000,000</b>	<b>0</b>	<b>757,435</b>	<b>4,757,435 E</b>
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Several Funding Sources (see below)

Other Funds: Several Funding Sources (see below)

**2. CORE DESCRIPTION**

Appropriation to fund transfers to the State Legal Expense Fund on an as needed basis for the payment of claims, premiums and expenses as provided by Sections 105.711 et seq. RSMo.

Other funds are:

\$ 25,000E Office of Administration Revolving Administrative Trust Fund  
 130,000E Conservation Commission Fund  
 600,000E State Highways and Transportation Department Fund  
 2,286E Parks Sales Tax  
 149E Soil and Water  
 \$ 757,435E TOTAL

This appropriation is transferred to General Services from Employee Benefits in FY 07.

**3. PROGRAM LISTING (list programs included in this core funding)**

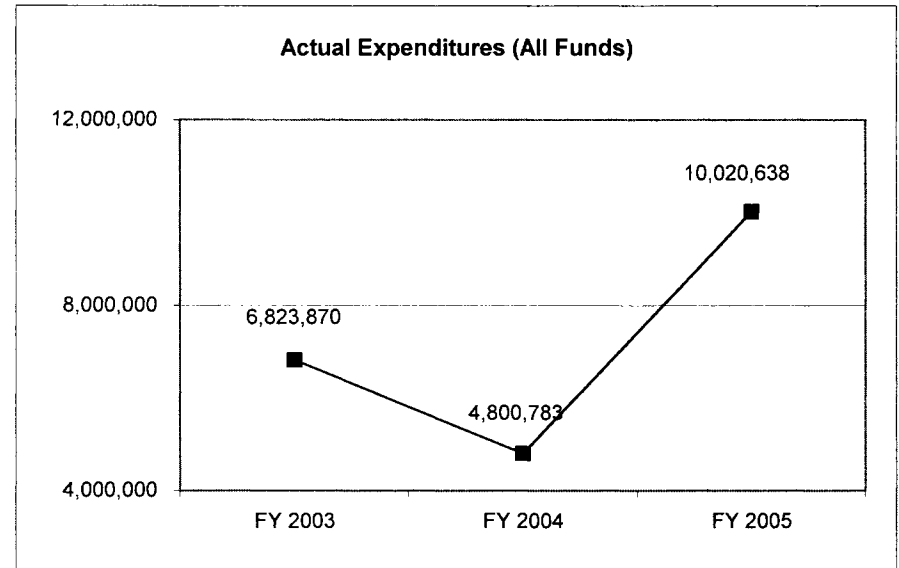
N/A

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>Core</b>	Legal Expense Fund Transfer		

**4. FINANCIAL HISTORY**

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>	
Appropriation (All Funds)	6,959,030	5,087,461	10,428,838	4,757,435	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	6,959,030	5,087,461	10,428,838	N/A	
Actual Expenditures (All Funds)	6,823,870	4,800,783	10,020,638	N/A	
Unexpended (All Funds)	135,160	286,678	408,200	N/A	
Unexpended, by Fund:					
General Revenue	8	49,543	121,360	N/A	
Federal	0	0	0	N/A	
Other	135,152	237,135	286,840	N/A	
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

An "E" is requested for all funds.

(1) Estimated appropriation increased \$2,180,899 GR; \$17,255 Parks Sales Tax; \$3,441 Soil and Water Sales Tax

(2) Estimated appropriation increased \$300,000 GR; \$25,971 Parks Sales Tax; \$4,055 Soil and Water Sales Tax

(3) Estimated appropriations increased \$1,600,000 GR; \$2,000,000 State Parks Earnings; \$2,067,253 Parks Sales Tax; \$4,150 Soil and Water Sales Tax

## CORE RECONCILIATION

OFFICE OF ADMINISTRATION  
LEGAL EXPENSE FUND-TRANSFER

### 5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Transfer In	[#237] TRF	0.00	4,000,000	0	757,435	4,757,435	From Employee Benefits.
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>4,000,000</b>	<b>0</b>	<b>757,435</b>	<b>4,757,435</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	TRF	0.00	4,000,000	0	757,435	4,757,435	
	<b>Total</b>	<b>0.00</b>	<b>4,000,000</b>	<b>0</b>	<b>757,435</b>	<b>4,757,435</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	TRF	0.00	4,000,000	0	757,435	4,757,435	
	<b>Total</b>	<b>0.00</b>	<b>4,000,000</b>	<b>0</b>	<b>757,435</b>	<b>4,757,435</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LEGAL EXPENSE FUND-TRANSFER								
CORE								
FUND TRANSFERS	0	0.00	0	0.00	4,757,435	0.00	4,757,435	0.00
TOTAL - TRF	0	0.00	0	0.00	4,757,435	0.00	4,757,435	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$4,757,435	0.00	\$4,757,435	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$4,000,000	0.00	\$4,000,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$757,435	0.00	\$757,435	0.00

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>DI Name</b>	Legal Expense Fund Transfer Increase	<b>DI#</b>	1300008

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
TRF	2,000,000	0	0	2,000,000 E	TRF	2,000,000	0	0	2,000,000 E
<b>Total</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>Total</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:  
 Notes: An "E" is requested for funds transferred to the Legal Expense Fund

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:  
 Notes: An "E" is requested for funds transferred to the Legal Expense Fund

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input checked="" type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

SB 420 & 344 passed during the 93rd General Assembly requires that the Legal Expense Fund reimburse the St. Louis and Kansas City Police Boards on an equal share basis for up to \$1 million dollars each in liability claims paid by the respective boards during each fiscal year (Section 105.726.3 RSMo.). Expenditures from the Legal Expense Fund have exceeded the appropriated core for the past three years. This request will bring the Legal Expense Fund general revenue transfer appropriation to required levels.



NEW DECISION ITEM  
RANK: 5 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>DI Name</b>	Legal Expense Fund Transfer Increase      DI# 1300008		

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

This request matches the required reimbursement to the St. Louis and Kansas City Police Boards as provided under Section 105.726.3 RSMo. Information provided by the respective boards indicate that the maximum reimbursement should be expected each fiscal year. The general revenue transfer appropriation is requested to be increase by \$2 million.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Transfers	2,000,000		0		0		2,000,000		0
<b>Total TRF</b>	<b>2,000,000</b>		<b>0</b>		<b>0</b>		<b>2,000,000</b>		<b>0</b>
<b>Grand Total</b>	<b>2,000,000</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>2,000,000</b>	<b>0.0</b>	<b>0</b>

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Transfers	2,000,000		0		0		2,000,000	0.0	
<b>Total TRF</b>	<b>2,000,000</b>		<b>0</b>		<b>0</b>		<b>2,000,000</b>	<b>0.0</b>	<b>0</b>
<b>Grand Total</b>	<b>2,000,000</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>2,000,000</b>	<b>0.0</b>	<b>0</b>

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31122
<b>Division</b>	Division of General Services		
<b>DI Name</b>	Legal Expense Fund Transfer Increase	<b>DI#</b>	1300008

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

N/A

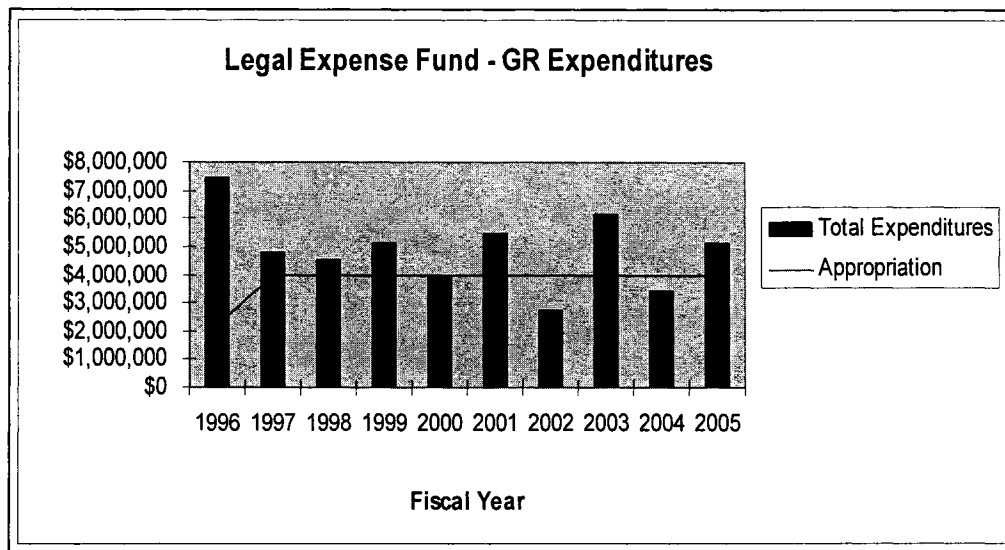
**6b. Provide an efficiency measure.**

N/A

**6c. Provide the number of clients/individuals served, if applicable.**

**6d. Provide a customer satisfaction measure, if available.**

N/A



**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND-TRANSFER</b>								
Legal Expense Fund Trf. Inc. - 1300008								
FUND TRANSFERS	0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - TRF	0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$2,000,000	0.00	\$2,000,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

# OFFICE OF ADMINISTRATION

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item		FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Budget Object Summary		ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund		DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
STATE LEGAL EXPENSE		0	0.00	0	0.00	4,757,435	0.00	4,757,435	0.00
TOTAL - EE		0	0.00	0	0.00	4,757,435	0.00	4,757,435	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4,757,435</b>	<b>0.00</b>	<b>4,757,435</b>	<b>0.00</b>
<b>Legal Expense Fund Increase - 1300009</b>									
EXPENSE & EQUIPMENT									
STATE LEGAL EXPENSE		0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - EE		0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
<b>TOTAL</b>		<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>
<b>GRAND TOTAL</b>		<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>	<b>\$6,757,435</b>	<b>0.00</b>

**CORE DECISION ITEM**

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services		
<b>Core</b>	Legal Expense Fund		

**1. CORE FINANCIAL SUMMARY**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	4,757,535	4,757,535 E	EE	0	0	4,757,535	4,757,535 E
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4,757,535</b>	<b>4,757,535 E</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>4,757,535</b>	<b>4,757,535 E</b>
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Legal Expense Fund (0692)

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Legal Expense Fund (0692)

**2. CORE DESCRIPTION**

Core appropriation from the State Legal Expense Fund, a self-funded mechanism established under Section 105.711 et seq. RSMo to pay liability claims against the state, its officers, or employees and to purchase certain insurance when appropriate.

This appropriation is transferred to General Services from Employee Benefits in FY 07.

**3. PROGRAM LISTING (list programs included in this core funding)**

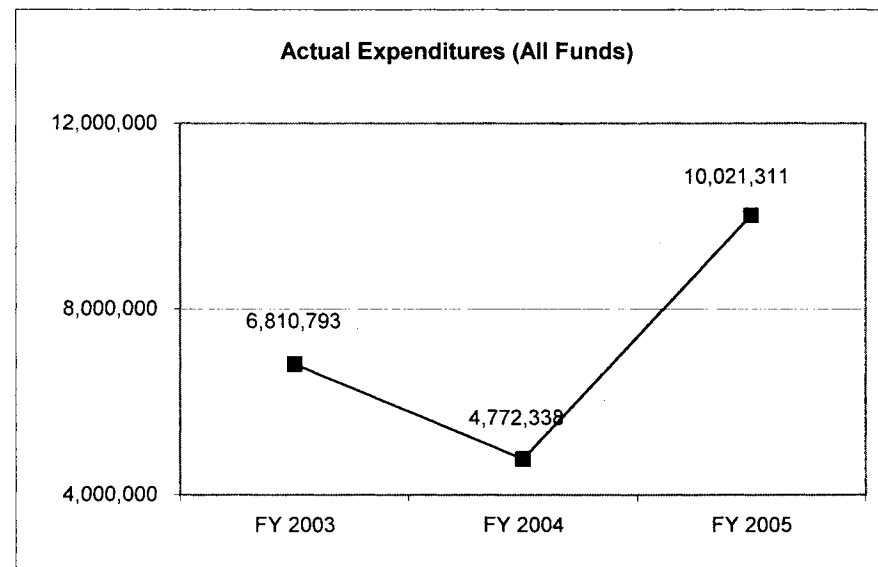
Risk Management

# CORE DECISION ITEM

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services		
<b>Core</b>	Legal Expense Fund		

## 4. FINANCIAL HISTORY

	<b>FY 2003 Actual</b>	<b>FY 2004 Actual</b>	<b>FY 2005 Actual</b>	<b>FY 2006 Current Yr.</b>
Appropriation (All Funds)	6,837,435	4,772,485	10,027,435	4,757,435
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	6,837,435	4,772,485	10,027,435	N/A
Actual Expenditures (All Funds)	6,810,793	4,772,338	10,021,311	N/A
Unexpended (All Funds)	26,642	147	6,124	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	26,642	147	6,124	N/A
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### NOTES:

An "E" is requested for payments from the Legal Expense Fund.

(1) Estimated appropriation increased \$2,080,000 in FY 03.

(2) Estimated appropriation increased \$15,050 in FY 04.

(3) Estimated appropriation increased \$5,270,000 in FY 05.

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**CORE RECONCILIATION**

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**OFFICE OF ADMINISTRATION****LEGAL EXPENSE FUND**

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**5. CORE RECONCILIATION**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>DEPARTMENT CORE ADJUSTMENTS</b>							
Transfer In	[#240] EE	0.00	0	0	4,757,435	4,757,435	From Employee Benefits
<b>NET DEPARTMENT CHANGES</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,757,435</b>	<b>4,757,435</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	4,757,435	4,757,435	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,757,435</b>	<b>4,757,435</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	4,757,435	4,757,435	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,757,435</b>	<b>4,757,435</b>	

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	0	0.00	1,435	0.00	1,435	0.00
TRAVEL, OUT-OF-STATE	0	0.00	0	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	2,800,000	0.00	2,800,000	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	1,950,000	0.00	1,950,000	0.00
TOTAL - EE	0	0.00	0	0.00	4,757,435	0.00	4,757,435	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$4,757,435	0.00	\$4,757,435	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$4,757,435	0.00	\$4,757,435	0.00



## PROGRAM DESCRIPTION

**Department** Office of Administration  
**Program Name** Division of General Services - Risk Management

**Program is found in the following core budget(s):** General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

	GS Operating Core	Workers' Comp Core	Workers' Comp Tax Core	Legal Expense Fund Core	Property Preserv. Fund Core	TOTAL
GR	586,900	19,703,554	1,915,000	4,000,000		26,205,454
FEDERAL						0
OTHER		500,000	60,000	757,435	1	1,317,436
TOTAL	586,900	20,203,554	1,975,000	4,757,435	1	27,522,890

**1. What does this program do?**

Risk Management administers the state's self-insured workers' compensation program for state employees, settles claims against the Legal Expense Fund, procures insurance to protect the state's assets and serves as a resource to state agencies on safety and risk management issues.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 287; Section 105.800; Section 105.711 et. seq.; Section 37.410 et. seq. and Section 537.600 RSMo

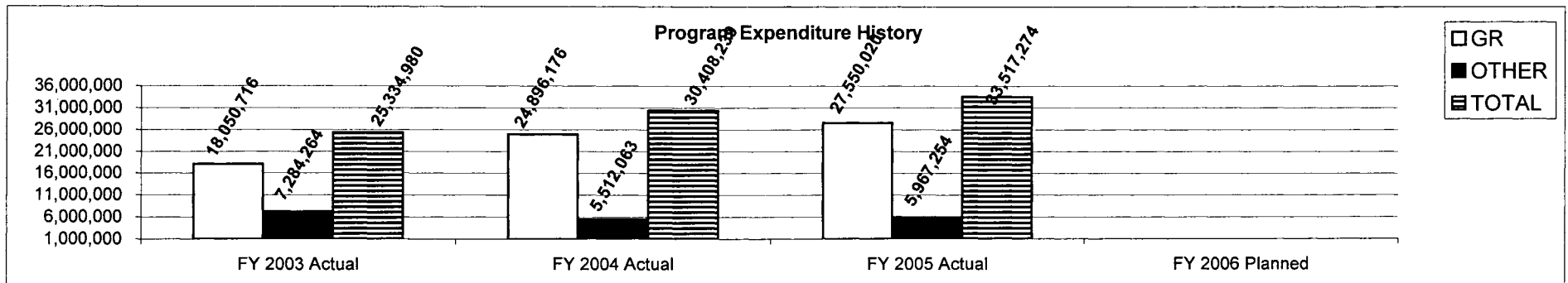
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

Department	Office of Administration								
Program Name	Division of General Services - Risk Management								
Program is found in the following core budget(s): General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core									
6. What are the sources of the "Other " funds?									
Conservation Commission Fund (0609), Legal Expense Fund (0692), Revolving Administrative Trust Fund (0505), Property Preservation Fund (0128). All other state funds that have workers compensation expenditures reimburse GR through a transfer appropriation for expenditures and tax obligations. Similarly, certain other funds pay into the Legal Expense Fund through a transfer appropriation for their cost of claims.									
7a. Provide an effectiveness measure.									
Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp PPO Savings	\$4.3 M	\$4.0 M	\$4.6 M	\$4.0 M	\$4.0 M	\$4.7 M	\$4.7 M	\$4.7 M	\$4.7 M
% Medical Cost Savings by utilizing PPO network	30%	29%	30%	25%	25%	30%	30%	30%	30%
7b. Provide an efficiency measure.									
Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Lost workday incidence rate of work related injuries/illnesses	1.72	1.4	1.4	1.23	1.3	1.05	1.25	1.25	1.25
Work Comp Benefit Cost Per Employee	\$268.74	\$250.90	\$289.00	\$316.53	\$325.81	\$308.77	\$300.00	\$300.00	\$300.00
Legal Expense Fund Cost Per Employee	\$55.70	\$90.89	\$80.00	\$36.57	\$43.40	\$44.77	\$35.00	\$35.00	\$35.00
Lost Time Claims per Adjuster	--	353	--	371	371	327	330	330	330

## PROGRAM DESCRIPTION

**Department** Office of Administration

**Program Name** Division of General Services - Risk Management

**Program is found in the following core budget(s):** General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

**7c. Provide the number of clients/individuals served, if applicable.**

Measure	FY 03		FY 04		FY 05		FY 06	FY 07	FY 08
	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp Claims Processed	5,700	5,889	5,900	7,118	6,100	5,459	5,250	5,000	5,000
Work Comp Transactions	45,100	40,415	42,500	46,214	41,000	40,536	41,000	40,000	40,000
Legal Expense Fund Claims Processed	450	343	400	274	300	303	300	300	300

**7d. Provide a customer satisfaction measure, if available.**

N/A

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services		
<b>DI Name</b>	Legal Expense Fund Increase	<b>DI#</b>	1300009

**1. AMOUNT OF REQUEST**

FY 2007 Budget Request					FY 2007 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	2,000,000	2,000,000	EE	0	0	2,000,000	2,000,000
PSD	0	0	0	0	PSD	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>\$0 Total</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Legal Expense Fund (0692)  
 Notes: An "E" is requested for the Legal Expense Fund

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: State Legal Expense Fund (0692)  
 Notes: An "E" is requested for the Legal Expense Fund

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input checked="" type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Supplemental
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

SB 420 & 344 passed during the 93rd General Assembly requires that the Legal Expense Fund reimburse the St. Louis and Kansas City Police Boards on an equal share basis for up to \$1 million dollars each in liability claims paid by the respective boards during each fiscal year (Section 105.726.3 RSMo.). Expenditures from the Legal Expense Fund have exceeded the appropriated core for the past three years. This request will bring the Legal Expense Fund appropriation to anticipated expenditure levels.

**NEW DECISION ITEM**

RANK: 5 OF 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services		
<b>DI Name</b>	Legal Expense Fund Increase	<b>DI#</b>	1300009

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

This request matches the required reimbursement to the St. Louis and Kansas City Police Boards as provided under Section 105.726.3 RSMo. Information provided by the respective boards indicate that the maximum reimbursement should be expected each fiscal year.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Professional Services					700,000		700,000		
Miscellaneous Expense					1,300,000		1,300,000		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>2,000,000</u>		<u>2,000,000</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>2,000,000</u>	<u>0.0</u>	<u>2,000,000</u>	<u>0.0</u>	<u>0</u>

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Professional Services					700,000		700,000		
Miscellaneous Expense					1,300,000		1,300,000		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>2,000,000</u>		<u>2,000,000</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>2,000,000</u>	<u>0.0</u>	<u>2,000,000</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK:** 5 **OF** 11

<b>Department</b>	Office of Administration	<b>Budget Unit</b>	31123
<b>Division</b>	Division of General Services		
<b>DI Name</b>	Legal Expense Fund Increase	<b>DI#</b>	1300009

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

N/A

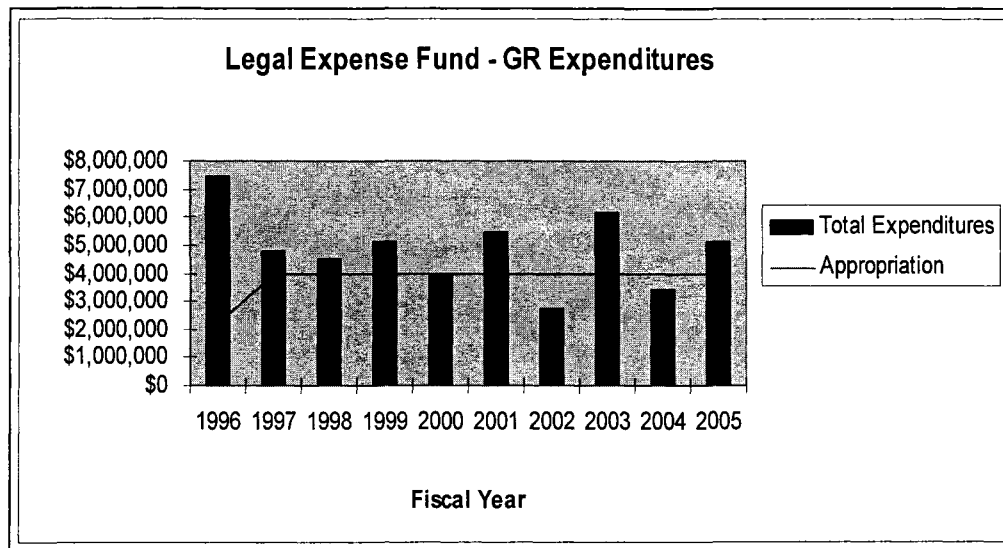
**6b. Provide an efficiency measure.**

N/A

**6c. Provide the number of clients/individuals served, if applicable.**

**6d. Provide a customer satisfaction measure, if available.**

N/A



**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

N/A

# OFFICE OF ADMINISTRATION

# DECISION ITEM DETAIL

Budget Unit	FY 2005	FY 2005	FY 2006	FY 2006	FY 2007	FY 2007	FY 2007	FY 2007
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
<b>LEGAL EXPENSE FUND</b>								
<b>Legal Expense Fund Increase - 1300009</b>								
PROFESSIONAL SERVICES	0	0.00	0	0.00	700,000	0.00	700,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	0	0.00	1,300,000	0.00	1,300,000	0.00
TOTAL - EE	0	0.00	0	0.00	2,000,000	0.00	2,000,000	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$2,000,000	0.00	\$2,000,000	0.00